

# WORK IN NEW JERSEY

A REPORT  
OF THE  
DIVISION OF  
WOMEN'S AND  
PROFESSIONAL  
PROJECTS

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" NEW JERSEY.

- - -

Report of the  
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS  
For the Period Ending  
July 31, 1936  
- - -

ELIZABETH C. DENNY VANN

STATE DIRECTOR

- - -  
J331.4  
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331.6

NO.

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C.

REPORT OF THE

COMMISSIONER OF THE GENERAL LAND OFFICE

FOR THE FISCAL YEAR

1901

1901

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## GROUP #1

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WORKS PROGRESS ADMINISTRATION  
NEW JERSEY

- - -

WILLIAM H. J. ELY	State Administrator
ROBERT W. ALLAN	Deputy State Administrator

- - -

DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS

ELIZABETH C. DENNY VANN	State Director
WILLIAM A. KEARNS	Assistant State Director
JULIA M. SIDMAN	Executive Assistant
CARLOS V. GIROD	Section Manager Clerical Management Leases and Requisitions and Specifications
ALBERT F. LASPINA	Section Manager Project Control and Planning

- - -

GEORGE MOLLINEAUX	State Coordinator of Statistical Projects
-------------------	--

- - -

DR. WILLIAM C. MCGINNIS	Director, Education Projects
JOHN J. WRIEDEN	Executive Assistant, Education Projects
WAYNE T. COX	Director, Recreation Projects
CHARLES V. MOONEY	Staff Supervisor, Engineering Projects
JOHN E. KAY	Staff Supervisor, Clerical Projects
ROLAND G. CHEESEMAN	Staff Supervisor, Federal Projects

- - -

DISTRICT SUPERVISORS

District No. 1	VERA NOON	Paterson,	New Jersey
" No. 2	HELEN DOWD	Jersey City,	"
" No. 3	MILDRED COLE	Newark,	"
" No. 4	SARA V. ACKERMAN	Port Amboy,	"
" No. 5	JULIA McEVoy	Asbury Park,	"
" No. 6	KATHERINE M. DONALDSON	Morristown,	"
" No. 7	MARION PATTERSON	Trenton,	"
" No. 8	LEONA KRAMER	Camden,	"
" No. 9	IRENE POPPER	Atlantic City,	"





DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS

STATE WIDE PROJECT SUPERVISORS.

Mabel A. Tiffany  
J. J. Dittrick  
J. E. Laurencelle  
Lula P. Dilworth  
H. H. Cope

Thomas J. Whelan  
John L. Kelly  
Van Arsdale Turner  
Harriet J. Jones  
Richard Murray  
Arthur Noack  
George M. Lindsay  
Arthur S. Hobby  
John E. McLaughlin  
Dorothy Cross  
Allen G. Waller  
Agnes O'Connor  
Albert Hall  
Albert Mory  
Benjamin Seldon  
Edgar Bunco  
Marou Little  
Helen Schermerhorn  
Verna Robbins  
Frederick Rocke  
Louis M. Simon  
Olive M. Lyford  
Irene Fuhlbruegge  
Herbert M. Hoffett

Sewing Room Projects.  
Surplus Commodity Distribution.  
Veterans' Graves Registration.  
Rural School Nursing.  
Cleaning Library Books.  
Segregation of Physically Handicapped.  
Establishing Boundary Lines.  
Seamstresses and Instructors.  
Information on Social Trends.  
Blind Teaching.  
Recataloging Records of Parolees.  
Rehabilitation of Segregated Groups.  
Case Records.  
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Transfer Cases to Cards.  
Survey Methods of Crime.  
Building Permit Survey.  
Federal Archives.  
Consumer Purchases Study.  
State Housing.  
New Jersey Goodetic Control Survey  
State Planning Board.  
Riparian Stream Survey.  
Federal Housing.  
Indian Site Survey.  
Survey of Farm Mortgages.  
Parent Education.  
Workers' Education.  
Vocational Education.  
General Adult Education  
General Adult Education.  
General Adult Education.  
Literacy Education.  
Emergency Nursery Schools.  
Federal Music Project  
Federal Theatre Project.  
Federal Art Project.  
Federal Writers' Project  
Historical Record Survey.  
Historical American Building Survey.





WORKS PROGRESS ADMINISTRATION  
NEW JERSEY  
WILIAM H. JULY STATE ADMINISTRATOR

DEPUTY STATE ADMINISTRATOR  
ROBERT W ALLAN

SECRETARY  
HERMINE KELLER

STATE DIRECTOR  
ELIZABETH C D VANN

EXECUTIVE  
ASSISTANT  
JULIA M SIDMAN

ASSISTANT STATE DIRECTOR  
W A KEARNS

STATE DIRECTOR  
EDUCATION PROJECTS  
W.C. MAGNUS

STENOGRAPHER  
S. GILBERT

STENOGRAPHER  
S GILBERT

EXECUTIVE ASSISTANT  
J J WRIEDEN

OFFICE MANAGEMENT  
AND DETAIL

OFFICE MANAGER  
JD TECHNICIAN  
E COHARD

JR TECHNICIANS  
LUMBER

J MECHAN  
DR. CLERS  
J BOWMAN  
J NOTEM  
E WILLIAMS  
W DEARE  
D CAUZA  
W TIEDENEN

DR STENOGRAPHERS  
M POWNELLY  
D LYONS  
W KING  
JR. CLERS  
H AVERY  
A BURNS

M MC CARTERTY  
JR. STENOGRAPHERS  
M MC GARRY  
W HENNA  
W MC CEEVER

TYPISTS  
W COSGROVE  
R CONWELL  
R OHM

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graph LR
    A[SECTION MANAGER  
SPECIFICATIONS REQUISITIONS  
C V GIRD] --- B[STENOGRAPHER  
E RASSBACH]
  
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STENOGRAPHER  
E. RASSBACH

CLERICAL MANAGEMENT

STENOGRAPHER  
D KEENE  
UTILITY CLERK  
C TARDIFF  
SA STENOGRAPHER  
I POOLE

SPECIFICATIONS  
REQUISITIONS

---

GENERAL FORELADY  
W FARRINGTON  
SUP CLERK CLASS 2  
M CAYMORE  
SUP CLERK CLASS 1  
E FRIEDLANDER  
SS CLERKS  
M MORRISSEY  
M W CLOSKEY  
SR STATISTICIAN  
C CONNOLLY  
SR STENOGRAPHERS  
E MINTES  
JR CLERK  
W MURTAGH

LEASED  
LEASE CLERK  
J MAGNOTTA  
3R TYPIST  
A PHILLIPS

STENOGRAPHER  
O NOVO

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graph LR; A[STENOGRAPHER  
MM WADDEEN] --- B[SECTION MANAGER  
PROJECT CONTROL & PLANNING  
A F LA SPINA];
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JECT CONTROL & PLANNING  
A F LA SPINA

PROMOTION AND  
INSPECTION  
A REDDING  
C ALEXANDER

PROJECT EXAMINATION  
INSPECTION & APPROVAL

CHIEF EXAMINER  
G M RYMARCZAK

EXAMINERS  
A MAC NEILL  
B O M'KENZIE  
G S DREW

STATISTICS FINANCES  
& RELEASES  
A. E. MENFRETTI  
W. P. MUELBACH

SEWING ROOM  
CONTROL  
J. BEALISH

COMPTONETERS  
E. SMITH  
O. THORN

RECORDS  
L. MOON

TYPEST  
H LALL  
B VICERS

RECREATION  
STATE SUPERVISOR  
WAYNE T COX  
  
STENOGRAPHER  
F SCOTT  
M REDNICKY  
STATISTICIAN  
M Mergen

CLERICAL  
STAFF SUPERVISOR  
J E HAY  
BR CLERKS  
C. HAYES  
A DE SOUSA

FED CULTURE  
STAFF SUPERVISOR  
B G CHEEDEMAY  
SUPERVISING TIMEKEEPER  
G I MOTT  
STENOGRAPHER  
M WILHELM  
REGISTER CLERK  
A ZIMPERT  
CLERK  
J MURPHY  
M SEAR  
FILE CLERK  
G HODSON

ENGINEERING  
STAFF SUPERVISOR  
C W MOONEY  
  
ASST SUPERVISOR  
J W ARON  
SR STATISTICIAN  
R ALERCIO

BEWING ROOMS  
STATE SUPERVISOR  
M A TIFFANY  
ASST SUPERVISORS  
A PENROBE  
H C HOPLER  
J M BOES  
SUPERVISING CLERK  
E J OUTRAM  
SA CLERKS  
G LUTZ  
M GIBBONS

STATISTICAL AND RESEARCH  
PROJECTS  
STATE COORDINATOR  
AND STATISTICIAN  
G W MOLLINHAUS  
ASST STATE COORDINATOR  
TS REARY  
PROJECT EXAMINERS  
G J VAN NEEB  
L GOLDMAN  
JR STENOGRAPHER  
Y CASHNELL

HIST AMER BLDG  
STATE SUPERVISOR  
W H MOFFETT

WRITERS  
STATE SUPERVISOR  
IRENE FURLONGUE

ART  
STATE SUPERVISOR  
OLIVE LYFORD

MUSIC  
STATE SUPERVISOR  
FREDERICK ROCKE

THEATRE  
STATE SUPERVISOR  
LOUIS SIMON

FED ARCHIVES  
STATE SUPERVISOR  
V A TURNER

WORKS PROGRESS ADMINISTRATION  
NEW JERSEY  
PERSONNEL CHART  
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS  
OCTOBER 1938

APPROVED Elizabeth C. Manning STATE DIRECTOR

APPROVED Wm. H. Kelly STATE ADMINISTRATOR

WORKS PROGRESS ADMINISTRATION  
NEW JERSEY

ELLY STATE ADMINISTRATOR

STATE ADMINISTRATOR

ROBERT W. ALLAN

STATE DIRECTOR

ELIZABETH C. D. VANN

EXECUTIVE  
ASSISTANT  
JULIA M. SIDMAN

DEPUTY STATE DIRECTOR

W. A. KEARNS

STENOGRAPHER  
D. NOVO

STENOGRAPHER  
M. M. MADDEN

SECTION MANAGER  
PROJECT CONTROL & PLANNING  
A. F. LA SPINA

PROMOTION AND  
INSPECTION  
A. REDDING  
C. ALEXANDER

PROJECT EXAMINATION  
INSPECTION & APPROVAL  
CHIEF EXAMINER  
G. M. RYMARZICK  
EXAMINERS  
A. MAC NEILL  
B. D. MCKENZIE  
G. S. DREW

STATISTICS FINANCES  
& RELEASES  
A. E. MENIKETTI  
W. P. MUHLBACH

SEWING ROOM  
CONTROL  
J. BEAMISH

COMPTOMETERS  
E. SMITH  
D. THUM

RECORDS  
L. NOON

TYPISTS  
H. LALLY  
D. VICKERS

FED CULTURE  
STAFF SUPERVISOR  
G. CHEESEMAN  
REVISOR TIMEKEEPER  
MOTT  
STENOGRAPHER  
VILHELM  
TER CLERK  
INFERT  
KS  
MURPHY  
SEREK  
CLERK  
LODSON

ENGINEERING  
STAFF SUPERVISOR  
C. W. MOONEY  
ASST. SUPERVISOR  
J. W. ARON  
SR. STATISTICIAN  
R. ALERCIO

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STATE SUPERVISOR  
M. A. TIFFANY  
ASST. SUPERVISORS  
A. PENROSE  
K. G. HOPLER  
J. M. E. BOES  
SUPERVISING CLERK  
E. J. OUTRAM  
SR. CLERKS  
G. LUTZ  
M. GIBBANS

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PROJECT EXAMINERS  
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L. GOLDMAN  
JR. STENOGRAPHER  
V. CASNELLI

MUSIC

STATE SUPERVISOR  
FREDERICK ROCKE

THEATRE

STATE SUPERVISOR  
LOUIS SIMON

FED ARCHIVES

STATE SUPERVISOR  
V. A. TURNER

WORKS PROGRESS ADMINISTRATION  
NEW JERSEY

PERSONNEL CHART

DIVISION OF WOMEN'S AND PROFESSIONAL PROJECT

OCTOBER 1938

APPROVED: *Elizabeth C. D. Vann*  
STATE DIRECTOR

APPROVED: *Robert W. Allan*  
STATE ADMINISTRATOR

## DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS

### S U M M A R Y

#### THE WORKS PROGRAM

The Works Program is a consolidation of the emergency work activities of the Federal Government. It is financed by funds appropriated under the Emergency Relief Appropriation Act of 1935, which gave expression to the policy that, in place of direct relief, aid for the unemployed was to take the form of useful public work.

#### SPONSORS

The large percentage of the money expended goes directly into workers' wages. Local governing bodies contribute a percentage of the value of W. P. A. projects selected for operation. These contributions consist chiefly of materials, thus permitting development of substantial projects without diverting too large a proportion of Federal funds from the major purpose of providing wages for workers.

#### WOMEN, "WHITE COLLAR" AND PROFESSIONAL WORKERS

In addition to the vast construction program, useful work had to be found for many professional, technical and clerical unemployed, "white collar" workers, largely unsuited to physical labor.

Local officials again used ingenuity. A large number of W. P. A. clerks are repairing library books and rare old documents, revising jumbled public records, conducting studies and surveys of taxes, land, resources and many social problems. Their work already has received or saved millions of dollars in local revenues.

Unemployed engineers are advancing the Country's basic mapping program. Architects are measuring all historic buildings, that they may be restored if destroyed. Scientists are hunting new secrets of health and comfort on research projects. Teachers are leading a great revival of interest in education and the field of recreation is being widely expanded through projects for community organization of leisure.

While many disemployed writers and research helpers are compiling a complete guide to the United States, many disemployed artists are producing a host of native murals for schools and other public buildings.

A large number of our women are fighting the decay of idleness at manifold tasks. They are sewing thousands of garments for the destitute, nursing the sick, cooking and serving hot lunches to undernourished children, and teaching the science of home making.

Actors and theatre technicians are maintaining themselves by developing a national drama, musicians by teaching and playing the best of America's music for the enjoyment of all. These people have neither





## Summary - The Works Program - (Cont'd.)

the requisite skills nor the physical stamina to engage in construction work. To provide suitable employment to those of the relief population normally engaged in artistic endeavor, a Nation-wide cultural program has been undertaken. Although only a small percentage of the appropriation is being spent for these projects, they were carefully selected with the aim of enriching the cultural life of the Nation. Writing, music, painting, and the drama have always been recognized as vital aspects of civilized life.





WORKS PROGRESS ADMINISTRATION  
New Jersey

Women's and Professional Projects

1060 Broad Street  
Newark, New Jersey

August 1, 1936

Hon. William H. J. Ely  
State Administrator  
Works Progress Administration  
1060 Broad Street  
Newark, New Jersey

My dear Mr. Ely:

The Women's and Professional Division of your Administration takes great pride in presenting to you this Report of its activities during the past year. The achievements reported herein have only been made possible through the loyal and devoted cooperation of everyone concerned with this Division in the State. I also wish to make mention of the great loyalty and devotion to their work which has been exhibited by all the workers on the Projects of this Division. We believe that this Report justifies the confidence that has been placed in this Division by your Administration and is an exhibit of the real value to the people of the State of New Jersey of the Works Progress Administration.

We are beginning our second year in the high hope that our accomplishments may be even more successful than in the past.

We trust that this Division may continue to merit the sympathy and support which we have had from you, Mr. Allan and the State and District Directors.

Most respectfully,

ELIZABETH C. DENNY VANN  
State Director  
Division of Women's and Professional Projects



GROUP 1

SERVICE AND SEWING ROOM PROJECTS





SEWING ROOM - CLIFFSIDE PARK

Official Project #65-22-1848

Work Project #1-278

State Serial #1-2-5008

Description & Location: School #4, Cliffside Park.

Sewing room to process material supplied by E. R. A.  
into garments for men, women, and children.

Sponsor: State E. R. A. of New Jersey.

Federal Funds: \$8,994.00

Sponsor's Contribution: 2,400.00

Number employed:	Female:	14
	Total:	14

The W. P. A. assumed control of this sewing room on November 19th, 1935. It was formerly operated by the E. R. A. and is a continuous type service project. There are 14 women employed who work under the direction of a forelady. The cutting, sewing, finishing, and pressing of all articles produced is controlled by the forelady, but is done directly by the seamstresses.

The Sponsor and the W. P. A. supply materials which are processed into all types of household articles and garments for men, women, children and infants. Completed garments are picked up by the Federal Commodities Distribution warehouse and distributed to the needy, according to Federal Regulations.

SEWING ROOM - PASSAIC

Official Project #65-22-1848

Work Project #1-283

State Serial #1-16-5009

Description & Location: School #4, Passaic.

A production sewing room to process material from the E. R. A. to make garments for men, women, children and infants to be distributed to unemployables and the needy poor, according to Federal Regulations.

Sponsor: State E. R. A.

Federal Funds: \$16,068.00

Sponsor's Contribution: 2,400.00

Number employed:	Female:	22
	Total:	22

This E. R. A. sewing room was taken over by the W. P. A. on November 22nd, 1935. Use of the equipment on the project was assumed by the W. P. A. and most of the materials have been supplied by the E. R. A. The seamstresses employed process various types of cotton and woolen materials into sheets, pillowcases, towels and garments for men, women, children and infants. All the steps in the production of these articles are made by the women under the guidance of the forelady; the workers having received complete training in all phases of sewing.

The project operates a single shift of 6 hours daily, 5 days per week. The women receive \$60.50 for not more than 121 hours time in each month.



SEWING ROOM - WEST PATERSON

Official Project #65-22-4347

Work Project #1-314

State Serial #1-16-5115

Description & Location: School #1, McBride Avenue, West Paterson.  
To employ unskilled women in a sewing room to process surplus commodity materials into garments for men, women, children and infants. All garments to be distributed by an authorized agent to unemployed and needy poor, according to Federal Regulations.

Sponsor: Borough of West Paterson and W. P. A.

Federal Funds: \$17,016.50

Sponsor's Contribution: None

Number employed:	Female:	22
	Total:	22

The W. P. A. started operation of this project on November 25th, 1935. It is a continuous type service project and employs 22 women. Of these the forelady has charge of the seamstresses, directing the instruction and production of the room. The women work 6 hours daily and receive \$60.50 for 121 hours work each month. They were inexperienced when first employed but have received complete training in all branches of dressmaking and general sewing. Besides earning enough to keep themselves and families without the help of relief, the knowledge the women have gained in sewing will be an aid to them at home or for business.

The W. P. A. supplies all the materials, findings and equipment used in the room. The Sponsor supplies space, light and heat.

## "A SEWING ROOM WORKER"

### "Mrs. Z"

Mrs. Z., a widow with five children was able to manage for three years after her husband's death on the savings that she and her husband had been able to accumulate. In 1932, having reached the end of her savings and borrowing power, Mrs. Z. went on the Emergency Relief Rolls. After a year or so of investigation, the State Board of Children's Guardians gave the family a monthly allowance that supplemented the relief received from the E.R.A. Within the past six months, Mrs. Z's food allowance from the E.R.A. had been cut by two-thirds and the financial condition of the family became very acute.

Mrs. Z., who in her youth had been a bookkeeper and a saleswoman, found it impossible to seek outside employment. Due to neglect, her teeth had to be extracted thru the aid of the E.R.A. and with this physical handicap, even part time employment was impossible to get.

Recently Mrs. Z., was advised that personnel was being hired for the Sewing Rooms in her municipality. According to her identification card received from the National Re-Employment Service, Mrs. Z. had registered at their office in June, 1935. Within five days after she had applied at the National Re-Employment Service Office, she was placed in a Sewing Room. Mrs. Z. had never used a sewing machine before and was worried that she would not be able to hold her job because of inexperience.

A W.P.A. worker who knew Mrs. Z., happened upon her in a Sewing Room and the smile and greeting that was given her by Mrs. Z., was indicative of the morale and spirit of the woman.

"I have not felt as free from the stigma of having to accept aid, as I have these past three weeks; not to have investigators walking in on me at any hour of the day to tell me how I can feed six people on an allowance that two people couldn't exist on. I am able to send my children's shoes to be mended because I have a dollar in my pocket. Before that, the children had to wear their shoes until they were so badly torn that they were not able to attend school. I never held a needle in my hand before, and after this short period of training, I have been taught how to make a complete garment. I know that I shall save a great deal of money by making all our clothing".

Mrs. Z. is able to meet her family budget with fewer sleepless nights and calmer days than she has in the past four years.

SEWING ROOM - PATERSON

Official Project #65-22-1848

Work Project #1-246

State Serial #1-16-5101

Description & Location: 9-11 Church Street, Paterson

Sponsor: State E. R. A. of New Jersey

Federal Funds \$26,328.00 Sponsor's Contribution \$1,800.00

Number employed:	Male	1
	Female	27
	Total	<u>28</u>

Operation of a sewing room to process sheets, pillowcases, huck and terry towels and other household articles. Federal Surplus Commodity materials are used for making these articles and finished goods are to be distributed by the E. R. A.

This production sewing room was started by the E. R. A. and taken over on November 15, 1935 by the W. P. A.

Women on the project are experienced sewing machine operators, having received their training while employed by the E. R. A.

Articles produced, beside sheets, pillowcases, towels and house-articles, have included all types of underwear and outerwear garments for men, women, children and infants. The commodity Distribution Warehouse has charge of distribution of the finished products and makes regular collections to pick up the weekly production of the room.

During the course of operation 4440 garments were completed.

SEWING ROOM - RIDGEWOOD

Official Project #65-22-3426

Work Project #1-273

State Serial #1-2-5135

Description & Location: Beech Street School, Ridgewood

Sponsor: Village of Ridgewood

Federal Funds \$7,020.00 Sponsor's Contribution \$860.00

Number employed:	Male	-
	Female	15
	Total	<u>15</u>

To employ unskilled and semiskilled women in a sewing room to process surplus commodities and materials supplied by Sponsor into sheets, pillowcases and garments for men, women, children and infants. To collect, fumigate, reclaim, repair and distribute mens', womens', childrens' and infants clothes. The articles, both new and reclaimed are to be distributed by an authorized agency to unemployables and the needy poor.

This project was established by the W. P. A. on November 20, 1935. The majority of the women employed were unskilled in sewing and have been taught by the Forelady, the fundamental steps in making and reclaiming garments. All types of clothing for men, women, children and infants are made by the sewing room from cotton and woolen materials. The remodelling of old clothes for further use, has been an important phase of work done on this project. Garments to be remade are collected by the Sponsor and the best parts of the garments are selected, cut down and fashioned into useful articles.

Sewing machines, chairs, cutting tables, and other equipment for this project have been supplied by the Village of Ridgewood. The sponsor has also contributed part of the findings and materials for the room. In return, all articles produced are given over to the agency for distribution which has been designated by Ridgewood to handle this phase of the project.

During the course of operation 1571 garments were completed.



SEWING ROOM - ENGLEWOOD

Official Project #65-22-1848

Work Project #1-274

State Serial #1-2-5010

Description & Location: 36 Grand Avenue, Englewood

Sponsor: New Jersey State E. R. A.

Federal Funds \$9,668.00 Sponsor's Contribution \$2,400.00

Number employed:	Male	-
	Female	28
	Total	<u>28</u>

This sewing room was continued by the N. P. A. on November 19, 1935 and was made double shift in order to take care of additional women needing employment.

Materials used by the women are Jersey, Serge, Wool, Tweed, Gingham, Muslin, Seersucker, Percale, Comforter Prints, Lawn, Chambray, Dimity, Shirting, Broadcloth, Twill, Khaki and Denim.

Various types of articles are produced such as sheets and pillow-cases, of muslin, mens', womens' and childrens' garments of assorted materials; mens' and boys' work clothes of denim and khaki have been important in the production of the room.

This project is of a continuous type and is one of the sewing rooms which have been consolidated into a single Federal sewing project.

During the course of operation 2178 garments were completed.

SEWING ROOM - TEANECK

Official Project #65-22-1848

Work Project #1-275

State Serial #1-2-5009

Description & Location: School #2, Forest Avenue, Teaneck

Sponsor: State E. R. A.

Federal Funds \$8,388.00 Sponsor's Contribution \$2,400.00

Number employed:	Male	-
	Female	26
	Total	<u>26</u>

Sewing room to process material supplies by E. R. A. into garments for men, women and children. All articles made by this project to be distributed by the E. R. A. to unemployables and needy poor.

This sewing room which employs a double shift of 13 women each, was started by the W. P. A. on November 19, 1935. The workers are employed as experienced seamstresses at \$60.50 a month for 121 hours work.

Equipment for the project was taken over from the E. R. A. which had been operating the room before it was continued by the W. P. A.

The Forewomen, one in charge of each shift, teach the seamstresses cutting, fitting, construction of garments, finishing and pressing, steps in the completion of the articles made by the women.

Materials for use in the sewing room are supplied by the Sponsor and the W. P. A. which includes cotton, woolsens and work materials, denim and khaki. Household articles, underwear and outerwear garments for men, women, children and infants are made of these materials for distribution by the Federal Commodity warehouse.

During the course of operation 2920 garments were completed.

SEWING ROOM - HACKENSACK

Official Project #65-22-1848

Work Project #1-277

State Serial #1-2-5701

Description & Location: State Street School, Hackensack

Sponsor: State E. R. A.

Federal Funds \$22,044.00 Sponsor's Contribution \$1,800.00

Number employed:	Male	-
	Female	54
	Total	<u>54</u>

This sewing room employs 54 women who work in two shifts of 5 hours each, 121 hours in a months time and receive a security wage rate of \$30.25 every 15 day pay period.

All types of cotton and woolen materials are used to make household articles, underwear and outerwear garments for men, women, children and infants. Material is supplies by the Sponsor and the U. P. A. and equipment taken over from the E. R. A.

Finished garments are picked up by the Federal Commodities Project for distribution in accordance with accepted procedure.

Dresses, womens' and girls	2751
Underwear " " "	102
Skirts " " "	238
Blouses " " "	90
Suits boys'	74
Shirts mens' and boys'	78
Trousers " " "	151
Infants' articles	167
Quilts	4
Towels	201
Aprons	136

During the course of operation 3992 garments were completed.

SEWING ROOM - EAST RUTHERFORD, NEW JERSEY.

Official Project #65-22-5196

Work Project #1-446

State Serial #1-2-5218

Description & Location: MacKenzie School, Carlton Avenue, East Rutherford, New Jersey. Establish a sewing room to employ unskilled women to process surplus commodity material into garments for men, women and children and to process material into sheets, towels and pillowcases.

Sponsor: Borough of East Rutherford.

Federal Funds	\$15,020.00
Sponsor's Contribution	571.00

Number Employed: 14 Women.

The project started operation on February 19, 1936 with a Forelady and 14 unskilled women at MacKenzie School in this Borough, using one of the classrooms for this purpose. In the beginning, the hand sewing was in progress for about two weeks when our shipment of 15 Treadle Sewing Machines was received, and the women were then instructed in the use of the machine. This project was originally written for 18 women, the vacancies were filled at a later date.

The results accomplished by this project have been many. Garments for men, women, children and infants, and household articles have been produced and consigned to the Borough who had a considerable demand for them by their needy. The morale of the women in their work on this project has been of a high degree due to the progress they themselves made in the art of sewing, the usefulness of the garments, the pleasant surroundings, and the proper supervision.

The Borough of East Rutherford, the sponsor of this project has cooperated in every manner and never hesitated to fulfill the sponsor's obligations whenever necessary. It distributed the garments according to Federal Regulations.

During the period of operation 1,258 garments were completed.



SEWING ROOM, PATERSON, NEW JERSEY.

Official Project #65-22-4999

Work Project #1-447

State Serial #1-16-5170

Description & Location: 204-208 21st Avenue, Paterson, New Jersey. Establish a sewing room to employ unskilled and skilled women to process surplus commodity material into underwear and outerwear garments for men, women, children and infants and to process materials into sheets, pillowcases, towels and other household necessities. When completed these articles are distributed by the City of Paterson or its authorized agency to unemployed and needy poor, according to Federal Regulations.

Sponsor: City of Paterson

Federal Funds \$256,818.00

Sponsor's Contribution: 4,100.00

Number Employed: 315 Women.

This Project commenced on March 5, 1936 and was in operation for about a month. On April 4, 1936, it was consolidated with Project 1-337 and operates under Official Project #65-22-4999. During the course of operation of this sewing room as a separate unit there were employed 315 women, including cutters, sewing machine operators, finishers, examiners and pressers.

Up to the time of consolidation, April 4, 1936, the following items were produced, labeled, packed and shipped:

Outerwear and Underwear Garments

Women's and Children's	1010
Boy's and Men's	1062
Babies Dresses and Slips	36
Household Articles	71
Total	2179

SEWING ROOM - CLIFTON, NEW JERSEY

Official Project #65-22-5248

Work Project #1-448

State Serial #1-16-5175

Description & Location: School #6, Clifton Avenue, Athenia Clifton, New Jersey. Establish a sewing room to employ unskilled women to process surplus commodity materials into clothing for men, women, children and infants and to process materials into sheets, pillowcases, towels and other household articles. These articles are distributed by the City of Clifton or its authorized agency to unemployables and needy poor, according to Federal Regulations.

Sponsor: City of Clifton

Federal Funds \$91,113.00

Sponsor's Contribution: 3,120.00

Number Employed: 46 women.

Operation on this project commenced on February 24, 1936. The work is of a continuous nature and employs 46 women, comprised of cutters, sewing machine operators, finishers, examiners and pressers.

Included in the equipment are 40 treadle type sewing machines, 4 electric pressing irons and 4 (four) ironing boards of the non-collapsible type.

During period of operation of the project, the following articles were manufactured, pressed, sorted as to size and article, packed in bundles of a dozen, labeled and shipped to proper destinations:

33	Pillowcases			
21	Shoots			
473	Dresses	-	Womens	and girls
473	Underwear		"	" "
142	Pants	-	Mens	and boys
202	Shirts		"	" "
45	Underwear		"	" "
60	Babies Dresses, Slips, Gowns, etc.			
428	Towels			
777	Diapers			

TOTAL - 2654 Garments.

SEWING ROOM - WALLINGTON, NEW JERSEY.

Official Project: #65-22-5735

Work Project #1-462

State Serial #1-2-5208

Description & Location: Municipal Building, Union Boulevard, Wallington, New Jersey. Establish a sewing room to employ unskilled women to process surplus commodity materials into underwear and outerwear garments for men, women, children and infants and to process materials into shoots, pillowcases and towels. These articles are distributed by the Borough of Wallington or its authorized agency to unemployed and needy poor.

Sponsor: Borough of Wallington.

Federal Funds: \$7,644.00

Sponsor's Contribution: 571.00

Number employed: 10 Women.

Operation on this project commenced on February 18, 1936. Included in the equipment are 8 treadle type sewing machines, one electric iron and one ironing board of the non-collapsible type.

During period of operation of the project, the following articles were manufactured, pressed, sorted as to size or article, labeled, packed in bundles of dozen and shipped to proper destination.

Underwear and Outerwear Garments

Men	236
Women	155
Children	207
Diapers	292
Sheets and pillowcases	245

TOTAL - 1,135

These garments are distributed in accordance with Federal Regulations.





SEWING ROOM - PASSAIC

Official Project #65-22-4417

Work Project #1-325

State Serial #1-16-5163

Description & Location: Old School #4, Passaic.

To establish a sewing room to employ unskilled women to process surplus commodity materials into underwear and outerwear garments for men, women, children and infants and to process materials into sheets, pillowcases and towels.

These articles are to be distributed by the City of Passaic or its authorized agency to unemployables and needy poor, according to Federal Regulations.

Sponsor: City of Passaic.

Federal Funds: \$89,415.00

Sponsor's Contribution: 3,000.00

Number employed:	Male:	3
	Female:	<u>174</u>
	Total:	177

The W. P. A. established Project #1-325 in November 25th, 1935. The work is of a continuous type and employs 177 persons. There are 150 seamstresses, 10 cutters, 5 floorladies, 5 clerks, two practical nurses, 3 janitors and 2 forewomen employed by the project. The sewing room operates two shifts of five hours for each unit daily; 121 hours of work in a month.

The forewomen assigned to each shift have general charge of the rooms but direct supervision is performed by floorladies who instruct classes of 30 women.

Equipment for the project is supplied by the W. P. A. as well as materials used; the Sponsor provides space, light and heat for the women and findings to the amount of \$500.00

Production includes all types of household articles and garments for men, women, children and infants made of various kinds of cotton and woolen materials. Finished articles are turned over to the City of Passaic who has authorized the Overseer of the Poor to handle the distribution of completed production.

On April 4th, 1936 Project #1-325 was consolidated with Project #1-326, but the established set-up of the room has remained unchanged.

SEWING ROOM - PASSAIC

Official Project #65-22-4416

Work Project #1-326

State Serial #1-16-5149

Description & Location: School #8, Fifth Street, Passaic.

To employ unskilled and semi-skilled women in a sewing room to process surplus commodity goods and material supplied by the City of Passaic into underwear and garments for men, women, children and infants.

These garments will be distributed to unemployables and needy poor by the City of Passaic or its authorized agency, according to Federal Regulations.

Sponsor: City of Passaic.

Federal Funds: \$11,868.00

Sponsor's Contribution: 1,250.00

Number employed:	Female:	15
	Total:	15

This sewing room, employing 15 women, was started on November 25th, 1935. Sewing machines, chairs, tables and other equipment for the project have been supplied by the Sponsor, as well as most other materials and findings used. The Passaic Chapter of the American Red Cross has been designated as the Sponsor's representative and handles the distribution of the articles produced by the women.

The materials donated by the Red Cross are cut into most needed types of garments and sizes and are delivered to the project to be sewed, finished and pressed. In this way, production of necessary articles according to seasonal demands is maintained.

On April 4th, 1936, this sewing room was consolidated with Project #1-325, a sewing room under the same sponsorship, but no changes were made in the operation of each unit.

The seamstresses work 6 hours a day and receive \$60.50 for 121 hours maximum employment in a month. All work is conducted under the direction of a forelady who supervises and instructs the women in sewing procedure.

SEWING ROOM - LODI

Official Project #65-22-4973

Work Project #1-331

State Serial #1-2-5212

Description & Location: Wilson School, Union Street, Lodi.

Establish a sewing room to employ unskilled women to process surplus commodity materials into underwear and outerwear garments for men, women, children and infants and to process materials into sheets, pillowcases and towels.

These articles are to be distributed by the Boro of Lodi or its authorized agency to unemployables and needy poor.

Sponsor: Boro of Lodi.

Federal Funds: \$25,255.00

Sponsor's Contribution: 636.00

Number Employed:	Male:	0
	Female:	<u>65</u>
	Total:	65

The W. P. A. established this sewing room on November 25th, 1935. Of the 65 women employed, there are two cutters skilled in cutting materials, one clerk and two foreladies. During the period of operation the project, (31 in A.M. shift and 32 in P.M. shift) and 2 foreladies, made the following:

1316 Dresses	1921 Towels
408 Shirts - Men's and boys.	920 Diapers
257 Underwear " " "	136 Sheets
520 Trousers " " "	9 Potholders
630 Underwear - Children's & women's	5 Layettes

These articles were pressed, sorted as to sizes, packed in bundles of a dozen, labelled and shipped.

SEWING ROOM - LYNDHURST, NEW JERSEY

Official Project #65-22-4901

Work Project #1-333

State Serial #1-2-5201

Description & Location: Old Library Building, Lyndhurst

Sponsor: Township of Lyndhurst

Federal Funds: \$18,764.00

Sponsor: 2,520.00

Number employed:	Male:	0
	Female:	<u>51</u>
	Total:	51

To employ semi-skilled women in a sewing room to process surplus commodity materials and materials supplied by Township of Lyndhurst into underwear and outerwear garments for men, women, children and infants.

To process surplus commodity materials into towels, sheets, and pillow cases for unemployables and needy poor.

These articles are to be distributed by the Township of Lyndhurst or its authorized agency.

This project started operation Nov. 25, 1935 on a 2 shift basis employing 19 seamstresses on the A.M. and 18 on the P.M. with one clerk and one forelady for each shift.

During the operation of project, the following articles were made, properly packed and shipped:

1109	Dresses	Women's and Childrens'
970	Underwear	" " "
498	Shirts	Men's and Boys'
277	Trousers	" " "
700	Underwear	" " "
536	Towels	
307	Diapers	
201	Sheets and Cases	
42	Infant Wear: Slips, Dresses	
486	Handkerchiefs	
1	Quilt	



SEWING ROOM, CLIFFSIDE PARK, NEW JERSEY.

Official Project #65-22-5023

Work Project #1-351

State Serial #1-2-5211

Description & Location: School #4, Columbia Avenue, Cliffside Park, New Jersey. Establish a sewing room to employ unskilled women to process surplus commodity materials into garments for men, women, children and infants and to process materials into sheets, pillowcases and towels. These articles are to be distributed by the Borough of Cliffside Park or its authorized agency to unemployables and needy poor.

Sponsor: Borough of Cliffside Park.

Federal Funds: \$15,408.20

Sponsor's Contribution: 596.00

Number Employed: 19 Women.

This work is of a continuous nature and operations were commenced on December 18, 1935. These women include cutters, operators, finishers and pressers. There is one skilled seamstress, who in addition to her regular duties takes care of the timekeeping and superintendence.

Sponsor and the W.P.A. supply materials which are processed into garments for men, women, children and articles such as sheets, pillowcases, towels, etc. for household use. During period of operation, the following items have been manufactured, pressed, sorted as to size or article, packed, labeled and shipped to proper destination for distribution according to Federal Regulations.

UNDERWEAR AND OUTERWEAR GARMENTS

Garments for men and boys	126
Garments for women and children	316
Diapers	300
Towels	73

TOTAL - 815

SEWING ROOM - PATERSON

Official Project #65-22-4929

Work Project #1-337

State Serial #1-16-5165

Description & Location: 204-208 Twenty-first Avenue, Paterson.  
Establish a sewing room to employ skilled and unskilled women to process surplus commodity materials into clothing for men, women, children and infants; and to process materials into sheets, pillowcases, towels and other similar household necessities. These articles are to be distributed by the City of Paterson or its authorized agency.

Sponsor: City of Paterson

Federal Funds: \$172,467.00

Sponsor's Contribution: 3,000.00

Number employed: 524

Work on this project commenced on November 25th, 1935 and the sewing room is still in operation. However, on April 6th, 1936, to facilitate matters, it was consolidated with Project 1-447. Up to this date, both projects were operating on the same premises so that no change was made in the established set-up as far as space, heat, light, etc. were concerned. They were merely listed under one official project number and are now identified as shown in "Project Identification", above.

During period of operation, the following articles were cut, sewed, pressed, sorted as to size and article, labeled, packed in units of a dozen and shipped to proper destinations.

UNDERWEAR AND OUTERWEAR GARMENTS

Women and children	7541
Men and Boy's	1570
Babies' - dresses, slips	708

HOUSEHOLD ARTICLES

Sheets, pillowcases, bed-covers, small blankets, curtains and potholders	157
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Among the equipment being used on this project are 363 treadle machines, 5 pairs of electric scissors, 10 electric irons, 10 ironing boards of the non-collapsible and locking type.

These articles were distributed according to Federal Regulations.

SEWING ROOM - WANAQUE, NEW JERSEY

Official Project #65-22-4899

Work Project #1-338

State Serial #1-16-5111

Description & Location: Midvale School, Ringwood Avenue,  
Wanaque, New Jersey

Sponsor: Borough of Wanaque and W.P.A.

Federal Funds: \$10,092.00

Sponsor: 1,500.00

Number employed:	Male:	6
	Female:	<u>11</u>
	Total:	<u>11</u>

To employ unskilled women in a sewing room to process surplus commodity material into garments for men, women, children, and infants.

All garments to be distributed by an authorized agent to unemployables and needy poor.

Operation on this project commenced on Dec. 3, 1935 and the following articles were completed, sewed, sorted as to size, packed in bundles of 12 each and shipped to proper destination.

393	Dresses	Ladies, Childrens & Infants
213	Underwear	" " " "
35	Trousers	Mens & Boys
112	Shirts	" " "
95	Underwear	" " "
52	Sheets	
45	Pillowcases	
173	Towels	
98	Diapers	
7	Receiving Blankets	
9	Babies Bonnets	

SEWING ROOM - GARFIELD, NEW JERSEY

Official Project #65-22-4998

Work Project #1-350

State Serial #1-16-5209

Description & Location: School #4, Market St.,  
Garfield

Sponsor: City of Garfield

Federal Funds: \$17,911.00

Sponsor: 990.00

Number employed:	Male:	9
	Female:	<u>23</u>
	Total:	<u>23</u>

Establish a sewing room to employ unskilled women to process surplus commodity materials into underwear and outerwear garments for men, women, children and infants and to process surplus materials into sheets, pillowcases and towels. All these articles are to be distributed by City of Garfield or its authorized agency to unemployables and needy poor.

The work is of a continuous nature and employs 23 women; among whom are cutters, sewing machine operators, finishers, examiners, pressers and a stock clerk. One of the women is a skilled seamstress and in addition to her regular sewing, etc. duty, will take care of timekeeping and superintendence.

Sponsor furnished sewing machines, some treadle and some electric, while the chairs, electric iron and ironing board were supplied by W.P.A. During operation of this project, the following articles were completed: cut, sewed, pressed, labeled, properly packed and shipped.

223	Dresses	Womens & Childrens
79	Underwear	" " "
88	Trousers & Overalls	Men & Boys
118	Shirts	" " "
12	Underwear	" " "
1	Sheet	
132	Pillowcases	
184	Towels	
19	Layettes	



SEWING ROOM - FORT LEE, N. J.

Official Project #65-22-6135

Work Project #1-486

State Serial #1-2-5210

Description & Location: Whitman Street, School #1, Fort Lee, N.J.

Sponsor: Boro of Fort Lee

Federal Funds \$16,523.00 Sponsor's Contribution \$546.00

Number employed:	Male	-
	Female	15
	Total	<u>15</u>

Establish a sewing room to employ unskilled women to process commodity materials into underwear and outerwear garments for men, women, children and infants. Also to process materials into sheets, pillowcases and towels.

This project started operation on Monday, February 17, 1936, under the supervision of a competent forelady over 14 unskilled women at School #1, Whitman Street, Fort Lee in a classroom on the upper floor of this building. The surroundings are pleasant with plenty of light and proper heat.

Nine treadle sewing machines and 15 chairs; also an iron and board are furnished by the Federal Government.

Instruction and Production started immediately, various types of simple stitched garments were made in the beginning such as, towels, sheets, aprons, and patch quilts by the workers without machines. Some very fine garments were produced, such as, womens' and girls' dresses, men's shirts and trousers, infants diapers, sheets, and childrens coats. These garments were distributed by the local relief agent of Fort Lee, according to Federal Regulations.

The sewing room continues to progress efficiently with much contentment, the women being very proud of their accomplishments.

During the course of operation 583 garments were completed.

SEWING ROOM - RIDGEFIELD PARK, N.J.

Official Project #65-22-6121

Work Project #1-487

State Serial #1-2-5213

Description and Location: Lincoln School, Lincoln and  
Hackensack Ave., Ridgefield Park.

Sponsor: Village of Ridgefield Park

Federal Funds: \$22,745.00 Sponsor's Contribution \$546.00

Number employed:	Male	-
	Female	<u>21</u>
	Total	<u>21</u>

Establish a sewing room to employ unskilled women to process surplus commodity materials into clothing for men, women and infants and to process materials into sheets, pillowcases, towels and other household essentials.

These articles are to be distributed by the Village of Ridgefield Park or its authorized agency to unemployables and needy poor.

Operation on this project commenced Feb. 17, 1936 and the women employed included seamstresses at the current wage scale of \$60.30 per month; one stock clerk; at \$71.50 per month, and one forelady at \$100 monthly.

Included in the equipment are 15 treadle type sewing machines, 1 electric iron and 1 ironing board (with covers) of the non-collapsible type.

During the period of operation the production approximated 1053 outerwear and underwear garments for men, women, children and infants and also a variety of useful household articles.

During the course of operation 1,403 garments were completed.

SEWING ROOM - BLOOMINGDALE, N. J.

Official Project #65-22-2222

Work Project #1-623

State Serial #1-16-5199

Description & Location: Bloomingdale Fire House, Main Street,  
Bloomingdale, New Jersey.

Sponsor: Boro of Bloomingdale

Federal Funds \$25,126.00 Sponsor's Contribution \$700.00

Number employed:	Male	-
	Female	8
	Total	<u>8</u>

Establish a sewing room to employ unskilled women to process commodity materials into underwear and outerwear garments for men, women, children and infants and to process materials into sheets, pillowcases and towels.

This project was started May 25, 1936. The women reported on the above date but the machinery and equipment consisting of 12 machines, 20 chairs, 1 iron and 1 ironing board were not delivered until May 28, 1936. The materials were on hand however, and the women occupied themselves with hand sewing till the machines arrived.

Due to the short period of operation, to date the production of this project is very small but the women have accustomed themselves to the work and at the present are ready to produce the garments required for the poor and needy of the borough.

During the course of operation 474 garments were completed.





LAND SURVEY - BERGEN COUNTY

Official Project    #65-22-6020

Works Project        #1-481

State Serial         #1-2-5013

Description & Location:    Survey to determine existing use of lands in Bergen County. (a) Public lands, parks and playgrounds, public buildings (Federal, State, County, and Municipal). (b) Semi-public lands, institutional lands and buildings, golf courses, clubs, airports, Churches, Railroads and trolley right of way, reservoirs, etc. (c) Institutional occupancy. Commercial, Residential. (d) Land Ownership and occupancy along State and County Highways. (e) Collection and compilation of zoning data, maps and ordinances. (f) Collection of municipal street or key maps.

Sponsor:    Bergen County Board of Freeholders.

Federal Funds:    \$31,128.    Sponsor's Contribution:    \$883.

Number Employed:	Male	35
	Female	<u>2</u>
	Total	37

Project began operation on January 30, 1936.

This project is intended to continue the work of assembling basic information and data required by the County Planning Commission in the preparation of a comprehensive master plan for Bergen County. This work was begun under E.R.A. project 2-F2-216 and its various extensions and is still going on under extension #7 approved July 8th, 1935. It includes the collection of basic information required for the development of a comprehensive plan for sewage and waste disposal; plans for the protection of streams and water supply and property along the lines of State and County Highway routes; provision for public open spaces and plans for the development of transportation facilities and the important matter of co-ordinating the work and surveys being made by other agencies throughout the county with the master plan for the County, and the work already done, or in progress under direction of the State Planning Board and various Federal agencies.

Surveys in the field are still in progress and a great deal remains to be done in the field as well as in the office in order to

complete even the preliminary picture required for the formulating of a comprehensive plan.

It is of the utmost importance to the people of the entire metropolitan area that development in Bergen County be carefully planned and intelligently handled because, owing to the importance of its geographical location in the metropolitan area, Bergen County is bound to receive a large and rapid increase in population with any return to what is considered normalcy.

Unless adequate transportation facilities are provided, the development will be relatively slow; without proper provision for sanitation, any growth will be dangerous, and without protection of the property along the lines of State and County routes, and the provision of adequate open spaces, the growth will be undesirable.

CLERICAL ASSISTANCE - PATERSON, N.J.

Official Project #65-22-6219

Works Project #1-497

State Serial #1-16-5189

Description & Location: Project for the revision of records and the setting up of a cross-index system for the Passaic County Welfare Home. This project is not a normal function of the County but will provide a record system that the regular employees will be able to maintain. Data being compiled at the Court House, Hamilton Street, Paterson, N.J.

Sponsor: Passaic County Board of Freeholders

Federal Funds: \$10,020. Sponsor's Contribution: \$1,798.

Number Employed:	Male	6
	Female	<u>5</u>
	Total	11

Project began operation on January 30, 1936.

This project consists of the setting up of an index system of applicants for the Passaic County Welfare Home. No regular system has been in operation heretofore. The card index system, when completed, will be very necessary as greater numbers of applicants are received.

## CODIFYING CITY ORDINANCES - PATERSON

Official Project      #65-22-6546

Work Project          #1-568

State Serial          #1-16-5192 ..

Description & Location:      To codify all City Ordinances and install a system of filing City Records. The present system is obsolete and requires much time and effort to get information needed. Data being compiled at the City Hall, Market Street, Paterson, N.J.

Sponsor:      City of Paterson

Federal Funds:      \$13,098.      Sponsor's Contribution:      \$488.

Number Employed:	Male	23
	Female	<u>7</u>
	Total	30

Project began operation on April 22, 1936.

### MEMORANDUM OF CODIFICATION OF ORDINANCES FOR THE CITY OF PATERSON

Ordinances passed by the various Boards of the City of Paterson are being examined, first, to determine the validity and constitutionality thereof. Research discloses that numerous ordinances have penalty clauses which violate and nullify the entire Ordinances, in that, first, penalties are included which is in derogation of the Home Rule Act.

These Ordinances are segregated and recommendations made are either for the repeal of same or for the amendments and supplements thereof by the insertion of a proper penalty clause.

Examination has further disclosed that a great many Ordinances passed by the various Boards of the City of Paterson relate to the same subject made and recommendations are being made to have uniform Ordinances pertaining to the same subject and to eliminate the unnecessary ones, so as to avoid repetition of the City laws.

All Ordinances are traced back to their origin to determine whether or not same have been repealed or amended and all subsequent violation of an alleged Ordinance will be codified, so that no difficulty will be experienced in tracing an Ordinance directly from its inception to its completion to the present day.

There are in existence at the present time in the City of Paterson, many obsolete Ordinances which clutter up the Statute Books



and are not necessary in view of present day conditions, such as Ordinances relating to the speed of horse drawn vehicles, Ordinances appertaining to bond issues adopted many years ago, etc.

A true index system of all laws relating to Municipalities which can be referred to in the event of any litigation against the City of Paterson is also being prepared.

EMERGENCY DATA OF LONG TIME PLANNING - WANAUKE, N.J.

Official Project #65-22-2196

Work Project #1-601

State Serial #1-16-5196

Description & Location: A project to employ personnel from relief to obtain necessary engineering data for long time planning. As regards the construction of buildings, roadways and other physical improvements for the future development of Boro property. Work being compiled at the Municipal Bldg., Wanaque, N.J.

Sponsor: Boro of Wanaque, N.J.

Federal Funds: \$5,100. Sponsor's Contribution: \$124.

Number Employed:	Male	10
	Female	<u>1</u>
	Total	11

Project began operation on April 27, 1936.

This project consists of the setting up of a card index system showing the structural features of all buildings in the Boro.

TRAFFIC SURVEY - PATERSON, N.J.

Official Project #65-22-6736

Work Project #1-612

State Serial #1-16-5159

Description & Location: Complete traffic count at every intersection of the congested section of the City. Complete check of the parking facilities (streets, public and private areas) and present use. Compilation of collected and related information upon tracings of City Atlases.. Data being compiled at City Hall, Paterson, New Jersey.

Sponsor: Board of Public Works, Paterson, N.J.

Federal Funds: \$17,208. Sponsor's Contribution: \$167.

Number Employed:	Male	18
	Female	<u>3</u>
	Total	21

Project began operation on May 17, 1936.

The purpose of this project is to improve traffic conditions and the City of Paterson desires complete information concerning its volume and movement. The information collected will serve for the basis for needed changes in the City's street and traffic system for determining locations and timing of traffic lights. The result of the project will show:

1. The record of dangerous intersections.
2. Volume of traffic at these intersections.
3. Record of accidents.

PROCEDURE

Every Monday the Clerk of the project goes to the Police Department and gathers information on all the accidents which occurred during the previous week. He then goes to the Accident Spot Map, prepared by one of the draftsmen, and records on this map, by means of colored pins, the following:

1. Red pins indicate death.
2. Yellow pins indicate serious injuries.
3. Blue pins indicate property damage.

From this accident spot map dangerous intersections are loc-

ated and the traffic count at these intersections is taken. Every intersection is counted by two enumerators for three days at 12 hours each. Men work in six hour shifts.

The information gathered by these enumerators is taken down on forms approved by the N.J. Department of Motor Vehicles. These forms are brought into the office where they are compiled. A traffic flow map of the entire City is being drawn showing by widths the volume of traffic passing through a street. The different directions of traffic such as right-hand, left-hand turns and through traffic are indicated by means of colors.

The draftsmen are also preparing traffic flow maps on a much larger scale of intersections where unusual conditions are found.

The congested intersection at Railway Avenue, Park Avenue, 16th Avenue and Market Street required considerable study due to the continuous condition of congested traffic at that place.

For the installation of traffic lights the Department of Motor Vehicles required that a plan showing the proposed traffic light location and under-ground conduits and also a traffic flow diagram showing the volume of traffic flowing through the intersection be submitted for approval. This has been done by the draftsmen and the enumerators on the project. The City of Paterson now has four traffic lights and is installing a fifth. There are 16 traffic lights to be erected throughout the City. The Accident Spot Map which indicates accidents at various intersections showing a marked decrease from the accidents which occurred in 1935, showing the value of traffic lights at these dangerous intersections.

The second part of this project will be a check of all the parked cars in the center of the City. From this check on parked cars by enumerators the time of parking, places where parking is prohibited and streets where parking is prohibited. This information will be useful in the event of parking meters. Private and public parking spaces will be investigated as the capacity.

A parking reference map showing by color the time limits and location of parking in the congested area is on display in the City Hall. The time limits are set off by different colors such as:

1. Purple indicates 15 minute parking
2. Yellow indicates 30 minute parking
3. Green indicates 60 minute parking
4. Red indicates no parking.

Mr. Alex Kane, Traffic Commissioner, of the City of Paterson, is very well pleased with the progress of this work and hopes to obtain greater improvements of traffic conditions throughout the City by using this information collected by this project.



SEWING ROOM - HACKENSACK

Official Project #65-22-4928

Work Project #1-330

State Serial #1-2-5214

Description & Location: Union Street School, Hackensack.

Establish a sewing room to employ unskilled women to process surplus commodity materials into underwear and outerwear garments for men, women, children and infants and to process materials into sheets, pillowcases and towels.

These articles are to be distributed by the City of Hackensack or its authorized agency to unemployables and needy poor, according to Federal Regulations.

Sponsor: City of Hackensack.

Federal Funds: \$26,737.00

Sponsor's Contribution: 686.00

Number employed:	Female:	67
	Total:	67

Operation of this project began November 25th, 1935. Work is of a continuous type and employs 67 women. Of these there are two cutters, 64 seamstresses, and two forcladies. The women work in two shifts of 5 hours each at the rate of 121 hours monthly.

All production on the project is directed by the forewoman and performed by the seamstresses; the cutters do all the cutting for the room and are experienced in this line of work. Various types of garments are made of cotton and woolen materials, denim and khaki according to the demands of the season.

There are 30 treadle machines and two electric irons supplied by the W. P. A. used on the project. The space, light and heat for the room, and findings to the amount of \$250.00 are given by the Sponsor.

SEWING ROOM - ENGLEWOOD

Official Project #65-22-4900

Work Project #1-332

State Serial #1-2-5202

Description & Location: 36 Grand Avenue, Englewood.

To employ unskilled and semi-skilled women in a sewing room. To process surplus commodity materials into underwear and outerwear garments for men, women, children and infants, to process surplus commodity materials into sheets, pillowcases and towels for unemployables and needy poor.

These articles are to be distributed by the City of Englewood or its authorized agency, according to Federal regulations.

Sponsor: City of Englewood.

Federal Funds:	\$28,609.00	Original	Sponsor's:	\$3,000.00
	<u>29,214.00</u>	Supplementary	Findings:	<u>500.00</u>
	57,823.00	Total	Total:	3,500.00

Number employed:	Male:	2
	Female:	<u>69</u>
	Total:	71

This continuous type service project began operation on November 25th, 1935. Of the 71 persons employed, 63 women do general sewing; there are 2 clerks, 2 cutters, 2 porters, and the two foreladies who have charge of the room. These women work in two shifts of 5 hours each, 121 hours maximum every month.

The main equipment for this project; 28 treadle machines, 2 electric irons and chairs, is supplied by the W. P. A., while the Sponsors provide adequate space, light and heat. All materials and findings used on this project with the exception of \$500.00 Sponsor's contribution, are furnished by the W. P. A.

The cutting, sewing and finishing and pressing, of all articles is done by women on the project. Completed production is picked up by Englewood Relief Agency which handles the distribution to the needy for the Sponsor.

SEWING ROOM - UNION CITY

Official Project #65-22-1848

Works Project #1672-2-172

State Serial #2-9-5030

Description & Location: Sewing Room, 315-34th St., Union City, N. J.

Sponsor: State Emergency Relief Administration.

Federal Funds: \$181,205.00

Sponsor's Contribution: 7,200.00

Number employed: Male: 13  
Female: 192  
Total: 205

This Sewing Room was started in December, 1935, under the Works Progress Administration, with 192 women and 13 men, for the purpose of making clothing for unemployables and needy poor families.

A sewing room site was selected with due consideration for the welfare of the workers. It is centrally located in order to minimize the expenditure for carfare and, at the same time, enables the women with school children to go home and prepare their lunch. Light, heat, and proper ventilation were equally important factors in choosing this location. The equipment consists of 100 electric power sewing machines, 20 treadle machines, 10 electric pressing irons with cords and boards. Also complete office equipment with desks, typewriters, steel file cabinets, etc. The workers are classified as cutters, sewing machine operators, inspectors, floor-ladies, and supervisors. Also a trained nurse, carpenters, electricians, porters and watchmen.

After assembling the women, it was found that ninety percent were inexperienced and had never used a machine. Every assistance was given these unskilled workers. They were divided into various groups. An instructor, chosen from the experienced women, was assigned to each group to teach the others the rudiments of sewing. They were started on diapers and huck towels, these being the simplest things to make, and gradually progressed until, today, these women are making a variety of women's and children's dresses, coats, underwear, men's and boys' shirts and overalls, boys' suits and shirts, men's work pants, girls' and women's two piece woolen suits. Also sheets, pillow cases, towels, baby bibs, rompers, and layettes.

During the recent flood and hurricane disaster, these women disregarded home duties and devoted themselves to the extent of 1,948 hours overtime work making 3,500 garments that were requested and delivered to the Red Cross for use of the homeless and destitute in the flooded areas.

These women receive security wages which enables them to provide for their families without having to resort to relief from public agencies. All materials, findings, equipment, etc., in the sewing room have been furnished by the Government and the Sponsoring Agency.

This sewing room has manufactured 12,500 garments during the six months that it has been in operation. Over fifty percent of the clothing made has already been distributed to the poor and needy families. These projects, under the Works Progress Administration, are of vital importance to our communities for they instill a sense of security and self-support. They are aiding considerably in regaining confidence and moral courage, thus bringing about the financial recovery of our Country, since the money earned on these projects is merely an exchange for production created by those in private industries. Also, the property owner gains as tenants are enabled to pay their rent, and the farmer finds an outlet in the consumption of his products.



SEWING ROOM - JERSEY CITY

Official Project #65-22-3845

Work Project #1944-2-181

State Serial #2-9-5114

Description & Location: Sewing Room - 184 Pacific Ave., Jersey City.

Sponsor: State Emergency Relief Administration.

Federal Funds: \$218,648.00

Sponsor's Contribution: None

Number employed:	Male:	17
	Female:	<u>229</u>
	Total:	246

Project 2-9-5114 (2-181) is a Sewing Room, started on November 29th, 1935, and employs women from Relief Rolls, at first practically 90% unskilled, who are making garments for needy poor families and unemployables. Among these are cutters, sewing machine operators, inspectors, floorladies, and supervisors. The equipment consists of 100 electric power sewing machines, 50 treadle machines, 10 cutting scissors, and 3 electric pressing irons and ironing boards.

The work is of a continuous nature and employs 229 women and 17 men operating on a one-shift basis of 6 hours each day for a five-day week.

During the period since its inception, 2,994 garments were made, which have been distributed to families on relief rolls and to the Red Cross for use in the recent flood disaster by the sponsor.

The articles manufactured consist of the following:

Aprons	48	Knickers	33
Hoover Aprons	15	Infants Nightgowns	7
Babies Bands	17	Women's Nightgowns	79
Babies Bibs	10	Boys' Overalls	12
Boys' Blouses	51	Boys' Pajamas	21
Infants' Caps	5	Girls' Pajamas	2
Diapers	100	Ladies Pajamas	30
Children's dresses	187	Men's Pajamas	33
Infants Dresses	21	Pantie Suits	5
Ladies' Dresses	330	Children's Panties	27
Kimonas (Infants		Infants' Panties	4
Long)	8	Panties & Slips	8
Kimonas (Infants		Boys' Pants	42
short)	13	Ladies' Pants	2

Sewing Room - Jersey City - (Cont'd.)

Pillow Cases	78	Skirts - women's	2
Infants Robes	12	Children's Slips	109
Sheets	82	Infant's "	47
Boys' Shirts	58	Ladies "	78
" Sport Shirts	6	Boys' Suits	19
Men's Shirts	46	Women's Suits	6
Boys' Shorts	18	Boys' Sun-suits	7
Mens' Shorts	15	Huck towels	513
Skirts - girls'	8	Terry towels	780

SEWING ROOM - JERSEY CITY

Official Project #65-22-3440

Work Project #1945-2-182

State Serial #2-9-5032

Description & Location: 43 Montgomery St., Jersey City -  
Sewing Room.

Sponsor: State Emergency Relief Administration.

Federal Funds: \$191,034.50

Sponsor's Contribution: None

Project 2-9-5032 (2-182) is a Sewing Room, started on November 29th, 1935, by the W. P. A., and employs women from the Relief Rolls, who are making garments for needy poor families and unemployables. Among these are cutters, sewing machine operators, inspectors, floor-ladies, and supervisors. The equipment consists of 100 electric power sewing machines, 50 treadle machines, 10 cutting scissors, and 3 electric pressing irons with ironing boards.

The work is of a continuous nature and employs 229 women and 17 men, operating on a one shift basis of six hours each day for a five day week.

During the period since its inception, 9,825 garments were made, about 50% of which have been distributed to families on relief rolls and to the Red Cross for use in the recent flood disaster.

The articles manufactured consist of the following:

Rompers	102	Step-ins	73
Boys' Blouses	115	Smocks	1
Childrens' Bloomers	337	Slips	78
Eton Coats	105	Misses Slips	92
Children's Blouses	403	Wrap arounds	51
Girls' Dresses	1607	Boys' & Men's Shirts	224
Boys' Knickers	21	Men's Shorts	198
Pajamas	47	Infants' Diapers	358
Suits	228	" dresses	37
Girls' Slips	659	" Bibs	3
Children's Panties	271	" Jackets	189
Women's Bloomers	128	" Kimonos	171
Aprons	4	" Layettes	1
House Dresses	64	" Suits	1
Street Dresses	202	" Slips	44
Panties	375	" Panties	2
Hooverettes	55	Pillow Cases	208
Nightgowns	208	Sheets	239
Pajamas	39	Huck Towels	1393
		Terry Towels	1492

SEWING ROOM - WEST NEW YORK

Official Project #65-22-6306

Work Project #3010-2-239

State Serial #2-9-5135

Description & Location: Sewing Room - 568 Park Ave., West New York

Sponsor: West New York.

Federal Funds: \$319,486.00

Sponsor's Contribution: 7,143.00

Number employed: Male: 29  
Female: 322

Project 2-9-5135 (2-239) is a Sewing Room, started on March 27th, 1936, and employs women from Relief Rolls who are making garments for needy poor families and unemployables. Numbered among these are cutters, sewing machine operators, inspectors, floorladies, supervisor, practical nurse, clerks, stenographer, carpenters, electricians, porters and janitors. The equipment consists of 150 electric sewing machines, 100 treadle machines, 10 electric cutters, and 5 electric irons and ironing boards.

This Project is operated on a one-shift basis of 6 hours each day for a five-day week, employing 29 men and 322 women.

Many of the women on this project are unskilled and are being trained on plain sewing by those who are more experienced in this work. To date, the number of garments put out by this sewing room totals 1,012.

The articles manufactured by this group and distributed to families on relief rolls, in accordance with Federal Regulations, are as follows:

Girls' Bloomers	9	Pillow Cases	150
Infants Booties	16	Children's Rompers	12
" Diapers	595	Sacks - Infants'	24
Children's Dresses	36	Girls' Slips	24
Girls' Dresses	18	Boys' Suits	24
Women's Dresses	31	Children's Sun-suits	24
Girls' Ensembles	6	Children's Undergarments	6
Children's Kimonos	13		
Boys' Pajamas	24		



SEWING ROOM - HOBOKEN

Official Project #65-22-6591

Work Project #3294-2-270

State Serial #2-9-5031

Description & Location: Sewing Room - 222 Washington St.,  
Hoboken, N. J.

Sponsor: City of Hoboken.

Federal Funds: \$169,518.75

Sponsor's Contribution: 3,516.00

Number employed:	Male:	10
	Female:	<u>149</u>
	Total:	159

Project 2-9-5031 (20270) is a Sewing Room, started on March 23, 1936, and employs women from Relief Rolls who are making garments for needy poor families and unemployables. Numbered among these are cutters, sewing machine operators, seamstresses, stock clerks, floor-ladies, supervisor, practical nurse, typist, stenographer, janitors, and porters. The equipment consists of 104 electric sewing machines, 5 electric cutting shears, 2 button hole machines, 1 number machine for marking sizes; also office equipment which consists of 2 typewriters, 4 desks, 2 file cabinets, and 175 chairs.

This project is operated on a one-shift basis of 6 hours each day for a five-day week, employing 149 women and 10 men.

Since this project has been in operation for just a short time, and since the women employed are unskilled and are being trained in this field, the articles produced, which total 2,131, are of a simple nature.

To date, the following have been distributed in accordance with Federal regulations to families on relief rolls:

Turkish Towels	809
Diapers	1322



SEWING ROOM - BELLEVILLE

Official Project #65-22-1848

Work Project #3-93

State Serial #3-7-5059

Description & Location: Sewing Room - Belleville, N. J.

Sponsor: State Emergency Relief Administration

Federal Funds: \$9,648.00

Sponsor's Contribution: 1,805.00

Number employed:	Female:	13
	Total:	13

A sewing project was put into operation on November 14th, 1934 under the sponsorship of the E. R. A. The responsibility of the sponsor consisted of providing space, heat, light, power and all the findings needed to complete the garments made.

The personnel on this project was made up of thirteen women. These women were taught the use of both treadle and electric sewing machines, handling and cutting of patterns and the assembling of complete garments.

This project was transferred to W. P. A. on November 14th, 1935. To June 1st, 1936 a total number of 1847 garments were made and distributed to relief clients by the sponsor.

SEWING ROOM - MONTCLAIR, N. J.

Official Project #65-22-6235

Work Project #2811-3-94, 3-365

State Serial #3-7-5208

Description & Location: Sewing Room - Montclair, N. J.

Sponsor: Department of Public Welfare

Federal Funds: \$80,691.50

Sponsor's Contribution: 1,200.00

Number employed:	Male:	1
	Female:	<u>86</u>
	Total:	87

On November 14th, 1935 a group of twenty women started sewing under the sponsorship of E. R. A. and direction of W. P. A. The need for employing more women was felt and a second shift, consisting of eighteen women, was put into operation on November 30th, 1935. These two shifts made 4,119 garments and articles between November 14th and 20th, 1935 and April 14th, 1936.

At this date the two shifts were absorbed by a municipally-sponsored sewing project, #3-365. The space, heat, light, and power are contributed by the sponsor. The personnel of the new project was increased to eighty-six.

From April 14th to June 1st, 6,834 garments and household needs were completed and were distributed by the Department of Public Welfare of Montclair. The following is the detailed account of the type and number of articles made:

<u>Household</u>		<u>Infants</u>		<u>Garments for</u>	
Towels	960	Diapers	879	Men	550
Pillow		Apparel	431	Women	942
cases	536			Boys	972
Shirts	556			Girls	963
Quilts	45				

All garments distributed by Sponsor.



SEWING ROOM - NUTLEY, N. J.

Official Project #65-22-6323

Work Project #3-95, 3-390

State Serial #3-7-5197

Description & Location: Sewing Room - Nutley, N. J.

Sponsor: Department Public Affairs

Federal Funds: \$28,580.50

Sponsor's Contribution: 600.00

Number employed:	Male:	1
	Female:	<u>29</u>
	Total:	30

From November 29th, 1935 until March 3rd, 1936 a small group functioned as Sewing Project #3-95 under the sponsorship of E. R. A. On the later date the W. P. A. sewing project sponsored by the Department of Public Affairs of the Town of Nutley absorbed the personnel of Work Project #3-95.

A total of 1683 articles and garments were made by this project as 3-95. Of this amount 1171 were sent into the Flood Area on March 20th.

This project now known as #3-390, working with a full quota of 29 women since March 3rd, 1936 has produced the following types and number of articles:

<u>Household</u>		<u>Infants Wear</u>		<u>Garments for</u>	
Towels	2352	Diapers	232	Men	138
Sheets	1011	Garments	77	Women	207
Pillow Cases	406			Boys	322
				Girls	209

These garments were distributed by the Sponsor.

SEWING ROOM - BLOOMFIELD

Official Project #65-22-1848

Work Project #829-3-96

State Serial #3-7-5062

Description & Location: Sewing Room, Bloomfield

Sponsor: State Emergency Relief Administration

Federal Funds: \$13,028.00

Sponsor's Contribution: 2,400.00

Number employed:	Female:	17
	Total:	17

On November 8th, 1935 an E. R. A. Sponsored Sewing Room Project was started with seventeen women employed. This project was transferred to W. P. A. on November 8th, 1935. On January 22nd, 1936, this project was augmented by a second shift consisting of the same number of personnel to absorb the women heads of families on the E. R. A.

The afternoon shift completed a total of 1734 articles from November 8th, 1935 to June 1st, 1936. The following:

A.	<u>Household</u>	<u>Number</u>
	1. Sheets	346
	2. Pillow Cases	346
	3. Towels	243
B.	<u>Infants Wear</u>	
	1. Diapers	312
	2. Garments	96
C.	<u>Garments for Men, Women, and Children</u>	
	1. Underwear	133
	2. Dresses	136
	3. Shirts	53
	4. Overalls, pants and knickers	45
	5. Play and wash suits	69
	6. Coats	51

SEWING ROOM - NEWARK, N. J.

Official Project #65-22-1848

Work Project #830-3-97

State Serial #3-7-5065

Description & Location: Sewing Room - Newark, N. J.

Sponsor: State Emergency Relief Administration

Federal Funds: \$35,613.00

Sponsor's Contribution:

Number employed:   Male:    1  
                          Female: 33  
                          Total:  34

This sewing room sponsored by E.R.A. and supervised by W.P.A. in Newark, began operations on November 14th, 1935 with a personnel of thirty-four. On November 30th it was found necessary to increase the number of employees and a second shift was started. The personnel on the A.M. shift numbered twenty-five. The sponsor, E.R.A., furnished the findings for these groups. The two shifts continued until February 11th, 1936, when the A.M. shift was absorbed by project 3-336 section II. The afternoon shift remains intact, functioning as W.P. #3-97.

The articles produced by the A.M. shift from November 30th, through February 11th, numbered 1,490. All of these garments and household articles were delivered to the E.R.A. for distribution.

The afternoon shift made, and delivered to the sponsor, from November 11th, 1935 to June 1st, 1936, the following:

<u>Household Articles</u>	<u>Infant's Articles</u>	<u>Garments for</u>
Sheets           3860	Diapers       6432	Men           681
Pillowcases   2973	Apparel <u>941</u>	Women       1374
Towels         4379	7373	Children <u>1122</u>
Wash cloths <u>1489</u>		3177
12701		
	<u>TOTAL: 23,251</u>	

2,340 articles of clothing and household articles were sent into the flood stricken area for distribution by the Red Cross.

28,164 uniforms, underwear, towels, sheets, pillow cases, wash cloths, first-aid kits, arm bands, head bands, blankets, pillows, pot-holders, were made. These articles were delivered by the sponsor to the W.P.A. nursery schools, transient camps, W.P.A. housekeepers projects and W.P.A. safety division. All of the above was made under direct supervision of the State Supervisor of Manual Projects.

MAKING BASKETS & RUGS - CEDAR GROVE

Official Project #65-22-4253

Work Project #3-294

State Serial #3-7-5109

Description & Location: Experimental work in connection with  
occupational Therapy at Overbrook Hospital.

Sponsor: Board of Freeholders.

Federal Funds: \$2,580.00

Sponsor's Contribution: 700.00

Number employed:	Female:	3
	Total:	3

The development of an occupational therapy program at the Overbrook Hospital has been a service which the Hospital has needed for years. There are two trained women and one with practical experience taking charge of the work. They teach the female patients of the wards to make baskets, braided rugs, needlework and novelties out of sponges, endeavoring to take their minds off themselves which is the most essential thing in these cases.

More recently a corrective clinic for eighty patients was started. In addition, group games and exercises have been established for those patients who have passed the required physical examination.

The Overbrook Hospital considers the W.P.A. workers invaluable to its therapy program.



SEWING ROOM - NEWARK, N. J.

Official Project #65-22-5203

Work Project #2521-3-336 - Section I

State Serial #3-7-5176

Description & Location: Sewing Room - Newark, N. J.

Sponsor: Department of Public Works.

Federal Funds: \$197,490.00

Sponsor's Contribution: 2,700.00

Number employed:    Male:        4  
                         Female:    253  
                         Total:      257

On February 11th, 1936 this large sewing room project was put into operation. The assignment of personnel was a gradual process but by June 1st, 231 women and men were working on this project.

The entire second floor left of a factory building houses this sewing project. The space provided is well located so that the personnel can either walk to work or use only one means of conveyance. It is well lighted on three sides so that little artificial lighting is needed.

The total number of articles produced from February 11th to June 1st is 20,231. The following list is the number and type of garments and articles that were made on this project.

<u>Garments for</u>		<u>Household Articles</u>		<u>Infants' Articles</u>	
Men	377	Sheets	621	Diapers	6611
Women	588	Pillow cases	1071	Apparel	944
Boys	1181	Towels	7181		
Girls	1115	Handkerchiefs	397		
		Wash cloths	145		

These garments were distributed by the Sponsosr in accordance with Federal regulations.

SEWING ROOM - NEWARK, N. J.

Official Project #65-22-5203

Work Project #3-336, Section II - formerly 3-337, 3-338

State Serial #3-7-5176, 3-7-5192

Description & Location: Sewing Room, Newark, N. J.

Sponsor: Department of Public Works

Federal Funds: \$235,740.00

Sponsor's Contribution: None

Number employed: Male: 12  
Female: 344

When projects 3-337 and 3-338 were opened on February 10th, they were, from the start, housed, supervised and operated as one project.

An abandoned Police Precinct was contributed by the City of Newark, the sponsor, to house this, the largest sewing project in the District.

On March 20th, 1364 articles of wearing apparel and household needs were sent from this group into the flood stricken area for distribution by the Red Cross.

Since the inception of this project the articles made have been those specified by the sponsor's representative, the Overseer of the Poor. The Overseer, in turn, called upon the directors of both public and quasi-public welfare agencies and institutions to list the needs of these individuals who come under their care. By this method necessities were and are produced. The Overseer of the Poor states that the articles sent to him will be of immeasurable saving to the Department of Public Welfare.

The following list clearly shows the type of article and number produced from February 11th until June 1st:

Towels	4420	Girls' & Women's Underwear	1756
Shirts	801	Men's & Boy's Shirts	604
Pillow cases	737	" " " Pants	600
Diapers	2544	" " " Underwear	584
Handkerchiefs	265	Boy's Play Suits	423
Bed spreads	120	Girl's " "	300
Girls' & Women's Dresses	709	Infant's Apparel	1006

These garments were distributed by the Sponsor in accordance with Federal regulations.

SEWING ROOM - ORANGE, N. J.

Official Project #65-22-6241

Work Project #3-364

State Serial #3-7-5206

Description & Location: Sewing Room - Orange, N. J.

Sponsor: Department of Public Parks - Overseer of the Poor-  
Sponsor's Representative.

Federal Funds: \$79,238.50

Sponsor's Contribution: 1,320.00

Number employed:	Male:	1
	Female:	<u>84</u>
	Total:	85

The complete first floor and half of the second floor of a building that was formerly used as a Community House, was secured as space for a sewing project by the Sponsor. These quarters are unusually well lighted and commodious. The heat, light and power are also part of contributions of the City to the project. This project was opened on February 26th, 1936.

The Sponsor's Representative, the Overseer of the Poor, has been most cooperative and helpful in suggesting the type and number of household articles and garments that the needy, those on relief rolls, those in institutions, and the border-line cases of the City could use to the best advantage.

This Sewing Room sent into the Flood Area on March 20th, 844 articles of clothing and household needs.

The following is the number and type of garments made in the Sewing Room from February 26th to June 1st.

<u>Household Articles</u>	<u>Infants Wear</u>	<u>Garments for</u> <u>Men, Women &amp; Children</u>
1872	1784	1921

SEWING ROOM - EAST ORANGE, N. J.

Official Project #65-22-6324

Work Project #3-391

State Serial #3-7-5205

Description & Location: Sewing Room - East Orange, N. J.

Sponsor: City of Orange

Federal Funds: \$55,130.00

Sponsor's Contribution: 1,080.00

Number employed:	Male:	1
	Female:	<u>58</u>
	Total:	59

In a light and airy basement in the City Hall, East Orange, this Sewing Project was begun on February 28th, 1936. The space, heat, light and power is a contribution of the City.

Many of the women and supervisory personnel had been employed under the work relief plan of E.R.A., and the training was obvious in the quickness with which this group became oriented.

The following is a list of articles produced from the 28th of February until June 1st:

<u>Household Articles</u>		<u>Infants Wear</u>		<u>Garments for Men, Women &amp; Children</u>	
Shirts	246	Diapers	419	Underwear	463
Pillow Cases	246	Dresses	186	Dresses	1099
Huck towels	133	Underwear	297	Shirts	287
Terry towels	134	Blankets	68	Wash suits	341
				Aprons	159

These garments were distributed by the sponsor in accordance with Federal regulations.



SEWING ROOM - SOUTH ORANGE, N. J.

Official Project #65-22-6371

Work Project #3-402

State Serial #3-7-5201

Description & Location: Sewing Room - South Orange

Sponsor: Village of South Orange

Federal Funds: \$11,815.00

Sponsor's Contribution: 600.00

Number employed: Female: 11  
Total: 11

The Village of South Orange has housed this small sewing project in a well lighted and ventilated room in its Community House. The contribution from the Sponsor is in the form of space, heat, light and power. This group of eleven women started sewing for the needy of the village on March 30th, 1936. The Overseer of the Poor is in close contact with this group who carry out the suggestions as to the specific needs of the individuals that are helped financially by the town. The Overseer of the Poor stated that the garments produced in this sewing room helped materially in caring for the needy.

The following articles and garments have been produced to date:

Household Articles

431

Infants' Wear

104

Garments for  
Men, Women & Children  
227

SEWING ROOM - WEST ORANGE, N. J.

Official Project #65-22-6366

Work Project #3-403

State Serial #3-7-5207

Description & Location: Sewing Room - West Orange, N. J.

Sponsor: Town of West Orange - Department of Public Welfare.

Federal Funds: \$33,742.00

Sponsor's Contribution: 720.00

Number employed:	Male:	1
	Female:	<u>35</u>
	Total:	36

In a well lighted and well ventilated store that is part of the Sponsor's contribution, a sewing room project was started on March 30th, 1936. The heat, light and power is also taken care of by the Sponsor.

The special needs of cases institutionalized and boarded out by the Overseer of the Poor have been given prompt attention by this group, to the satisfaction of the Sponsor.

Following is listed the Articles and Garments completed from March 30th to June 1st:

<u>Household Articles</u>	<u>Infants Wear</u>	<u>Garments for Men, Women &amp; Children</u>
Towels 811	Diapers 666	Underwear 145
Sheets 55	Dresses 6	Dresses 21
Pillow Cases 156	Underwear 34	Shirts 63
		Wash Suits 79

SEWING ROOM - IRVINGTON, N. J.

Official Project #65-22-5848

Work Project #3-400, 3-334

State Serial #3-7-5185, 3-7-5041

Description & Location: Sewing Room, Irvington, N. J.

Sponsor: Municipality of Irvington, N. J.

Federal Funds: \$59,272.50

Sponsor's Contribution: 780.00

Number employed:	Male:	1
	Female:	<u>63</u>
	Total:	64

Project 3-334 on February 4th, 1936 was put into operation with a personnel of two women. These women repaired, mended and made over garments for the Irvington General Hospital in which institution this project was housed. These women were under the direct supervision of the Superintendent of Nurses. On May 1st, 1936, this project was amalgamated with 3-400 a Sewing Room that was sponsored by the Town of Irvington. The two projects are now known as 3-334.

The sewing room was opened on March 20th, 1936 with a personnel that was gradually enlarged in number until June 1st, when the full quota was employed. The sponsor turned over the entire second floor of an abandoned school building to this W.P.A. sewing Project. The space provided is more than ample with excellent light. The Sponsor assumes, as its contribution, the heating, lighting and power needed.

The following is the list of articles and garments completed:

<u>Household</u>		<u>Infants</u>		<u>Garments for</u>	
Pillow Cases	814	Diapers	769	Men	103
Sheets	117	Garments	359	Women	355
Towels	1562			Boys	327
Pot Holders	25			Girls	609

These garments were distributed by the Sponsor.

SEWING ROOM - PLAINFIELD, N. J.

Official Project #65-22-1848

Work Project #4-66

State Serial #4-20-5034

Description & Location: Sewing Room, 320 Madison Avenue,  
Plainfield, N. J.

Sponsor: Emergency Relief Administration.

Federal Funds: \$7,788.00

Sponsor's Contribution: 3,600.00

Number of employees: Female: 10  
Total: 10

This sewing room was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 10 persons. Among them are cutters, sewing machine operators, finishers, examiners, and pressors. The equipment consists of 6 electric sewing machines, and 1 treadle machine, also 1 electric pressing iron.

During the period of operation of the Project the following were manufactured, pressed, sorted as to size, packed in bundles, labeled and shipped:

Dresses: 2 years to 40 bust	Print, pique, etc.	878
6 years to 20 years	Wool	159
Skirts: 10 years to 20 years	Wool	281
Suits: 20 years	Wool 2 piece	12
Coats 6 years	Wool	14
Girls' Blouses or Guimpes for Jumper dresses & suits		
8 years to 20 years		43
Infants: Dresses & Night slips		160
Kimonos & Gertrudes		47
Diapers		332
Rompers & Play Suits		133
Shirts: 4 years to 16½ neck		526
Ties:		13
Shorts: 4 years to 6 years		18
Pajamas: 2 Piece		172
Night Drawers:		42
Night Gowns:		189
Slips: 6 years to 44 bust		342
Panties: Bloomers - Step-ins		506
Towels: Huck		117
Terry		144
Pillow Cases		42
Hoovers and Smocks (4500 hand made buttonholes)		22



Sewing Room - Plainfield, N. J. - (Cont'd.)

Large Animals (made from scraps)	18
Small Animals	11
Dressed large dolls	2
Dressed small dolls	4
	<hr/>
	4,222

These garments were distributed by Sponsoring Agency according to Federal Regulations.

SEWING ROOM - SUMMIT, N. J.

Official Project #65-22-772

Works Project #4-67

State Serial #4-20-5035

Description & Location: Sewing Room, 360 Springfield Ave.,  
Summit, N. J.

Sponsor: State Emergency Relief Administration.

Federal Funds: \$7,668.00

Sponsor's Contribution: 3,792.00

Number employed: Female: 11  
Total: 11

The sewing room was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 11 persons. Among these are cutters, sewing machine operators, finishers, examiners, and pressers. The equipment consists of 2 electric power sewing machines, 6 treadle machines and 1 electric pressing iron.

During the period of operation of the Project, the following were made, pressed, sorted as to size, packed in bundles of a dozen, labeled and shipped to the sponsor for distribution:

682 Dresses	47 Jumper Dresses
24 Panties	180 Boys' Pants
166 Bloomers	313 Skirts
62 Night Gowns	95 Boys' Blouses
12 Night Drawers	5 Overalls
32 Sleepers	6 Dresses & Bloomers
120 Slips	14 Coats
5 Shorts (Girls')	5 Girls' Suits
411 Diapers	5 Jackets
77 Girls' Blouses	215 Huck & Terry Towels
99 Pajamas	163 Pillow Slips
144 Boys' Suits	6 Sun Suits
203 Shirts	

SEWING ROOM - CRANFORD, N. J.

Official Project #65-22-1848

Works Project #4-69

State Serial #4-20-5037

Description & Location: Sewing Room, 35 North Union Avenue,  
Cranford, New Jersey.

Sponsor: City Council

Federal Funds: \$5,748.00

Sponsor's Contribution: 3,600.00

Number employed:   Female:     8  
                          Total:     8

This Sewing Room was started on November 18th, 1935. The work is of a continuous nature and employs, one cutter, 6 sewing machine operators and one supervisor. Among the equipment are 3 electric machines and 3 foot treadle machines. During the period of operation of the Project the following were manufactured, pressed, sorted as to size, packed in bundles and shipped:

Men's shirts	36	Slips for women	430
Children's dresses	577	Slips for children	174
Women's dresses	717	Night gowns	553
Skirts	97	Night gowns-Children's	232
Suits for children	39	Sheets	72
Suits for women	47	Towels, terry	168
Panties for women	367	Towels, huck	204
Panties for children	194	Diapers	642
Sun suits	205	Babies' kimonas	9

Total number of articles: 4,762

These garments were distributed by the Sponsoring Agency.

SEWING ROOM - LINDEN, N. J.

Official Project #65-22-1848

Works Project #4-68

State Serial #4-20-5036

Description & Location: Sewing Project, Wood Avenue & Wood Place,  
Linden, New Jersey.

Sponsor: State Emergency Relief Administration.

Federal Funds: \$7,788.00

Sponsor's Contribution: 3,600.00

Number employed:	Female:	10
	Total:	10

The sewing room was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 10 persons. Among them, are cutters, sewing machine operators, finishers, examiners, and pressers. The equipment consists of four electric power sewing machines, two treadle machines.

During the period of operation of the Project the following were manufactured, pressed, sorted as to size, packed in bundles of a dozen, labeled and shipped to the sponsor:

126 Boys' pants	30 Girls' coats
24 " night garments	21 " suits
148 Men's shirts	217 " dresses
34 " night shirts	25 " night garments
189 " shorts	15 " blouses
23 Women's bathrobes	147 " slips
156 Women's dresses	172 " undorgarments
105 " slips	12 Infant's dresses
50 " nightgowns	13 " slips
41 " underwear	552 " diapers
69 " skirts	112 Huck towels
	102 Terry towels

TOTAL: 2,389

These garments were distributed under Federal Regulations.



SEWING ROOM - ELIZABETH, N. J.

Official Project #65-22-1848

Works Project #4-7

State Serial #4-20-5040

Description & Location: Sewing Room - 1123 East Grand Street,  
Elizabeth, New Jersey

Sponsor: State Emergency Relief Administration

Federal Funds: \$10,320.00

Sponsor's Contribution: 3,600.00

Number employed:	Male:	2
	Female:	<u>10</u>
	Total:	12

This Sewing Room was started under W.P.A. on November 14th, 1935. The work is of a continuous nature and employs 12 persons. Among these are cutters, sewing machine operators, finishers. The equipment consists of 6 electric sewing machines.

During the period of operation of the Project the following were manufactured, pressed, sorted as to size, packed in bundles of a dozen, labeled and shipped:

2,320 articles were made from November 14th to April 17th.

2,340 articles were made from April 17th to June 12th.

From April 17th:

Skirts:	158
Dresses:	738
Shirts:	116
Pajamas:	131
Slips:	452
Diapers:	290
Towels:	399
Waists:	56

These garments were distributed by the Sponsor.

SEWING ROOM - RAHWAY, N. J.

Official Project #65-22-1848

Works Project #4-71

State Serial #4-20-5041

Description & Location: Sewing Room, 2 Bridge Street  
Rahway, New Jersey.

Sponsor: State Emergency Relief Administration.

Federal Funds: \$7,992.00

Sponsor's Contribution: 3,600.00

Number employed: Female: 9  
Total: 9

This sewing room was started under W.P.A. on November 4th, 1935. The work is of a continuous nature and employs 9 persons. Among these are cutters, sewing machine operators, finishers, examiners, and pressers. The equipment consists of 4 electric sewing machines and 1 electric pressing iron.

During the period of operation of the Project the following were manufactured, pressed, sorted as to size, packed in bundles of a dozen, labeled and shipped:

Men's shorts	117	Towels	220	Girls' blouses	12
Men's shirts	180	Boys' Blouses	56	Girls' jumpers	3
Boy's shirts	47	Boys' pants	13	Girls' skirts	8
Men's work shirts	43	Hooverettes	3	Diapers	75
Girls' combinations	28	Moccasins (prs.)	7	Ladies' bathrobes	6
Girls' bloomers	47	Ladies' suits	57	Girls' shirts & blouses	2
Ladies' bloomers	22	Girls' slips	48	Girls' jumpers & "	4
Girls' panties	10	Sunsuits	12	Girls' pajamas	14
Ladies' smocks	13	Ladies' skirts	11	Men's pajamas	18
Boys' suits	217	Ladies' slips	13	Boys' pajamas	7
Girls' dresses	187	Ladies' nightgowns	45	Child's pajamas	4
Ladies dresses	144	Ladies' coats	21	Infants potticoats	18
Rompers	20	Girls' coats	9	Infants dresses	31

Total number of garments: 1,792.

These garments were distributed by the Sponsor.

QUILTING AND SEWING ROOM - ELIZABETH, N. J.

Official Project #65-22-1848

Works Project #4-72

State Serial #4-20-5042

Description & Location: Quilting and sewing room, 1123 E. Grand Street, Elizabeth, New Jersey

Sponsor: State Emergency Relief Administration

Federal Funds: \$20,076.75

Sponsor's Contribution: 600.00

Number employed:	Male:	2
	Female:	<u>24</u>
	Total:	26

This sewing room was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 26 persons. Among these are cutters, sewing machine operators, finishers, examiners, and pressers. The equipment consists of 12 electric sewing machines.

During the period of operation of the Project the following were manufactured, pressed, sorted as to size, packed in bundles of a dozen, labeled and shipped:

Quilts		1095 Men's shorts Size 36	77
Girls' dresses -Size 2		142 Men's work shirts Si. 14 $\frac{1}{2}$	9
" " " 3		51 " " " 15 $\frac{1}{2}$	18
" " " 4		261 " " " 16	72
" " " 6		183 " dress " 14 $\frac{1}{2}$	29
" " " 8		141 " " " 15 $\frac{1}{4}$	13
" " " 14		62 Boys' shirts, size 13	287
" slips " 6		12 Boys' pajamas, " 8	84
" panties (flannel) size 6		161 Infants' kimonas	28
" nightgowns " " 8		32 " slips	101
Children's playsuits " 3		136 " diapers	156
" " " 8		21 Pillow cases	84
Misses dresses " 16		114 Terry towels	237
" " " 19		33 Huck towels	603
Ladies' panties " 36		29 Ladies' slips Si. 44	58
" slips " 36		16 " skirts " 36	97

There were 4,442 articles made, including quilts, also work that was exhibited in Newark and Elizabeth. This project also worked in conjunction with Project 4-70 for one week during the flood.

The garments were turned over to the sponsor for distribution.

SEWING ROOM - LINDEN - N. J.

Official Project #65-22-1848

Works Project #4-73

State Serial #4-20-5043

Description & Location: Quilting Project, Wood Avenue and Wood Place, Linden, New Jersey.

Sponsor: State Emergency Relief Administration

Federal Funds: \$19,836.75

Sponsor's Contribution: 600.00

Number employed:	Male:	1
	Female:	<u>23</u>
	Total:	24

This Sewing Room was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 24 persons. Among them are cutters, sewing machine operators, finishers, examiners, and pressers. The equipment consists of two electric sewing machines.

During the period of operation of the project the following articles have been made and distributed by the Sponsor:

1040	Quilts
96	Terry Towels
114	Huck Towels
<u>124</u>	Diapers
1374	- Total number of articles.



SEWING ROOM - RAHWAY, N. J.

Official Project #65-22-1848

Works Project #4-74

State Serial #4-20-5044

Description & Location: Quilting room - 2 Bridge Street,  
Rahway, New Jersey

Sponsor: Rahway Common Council after July 1st, not E. R. A.

Federal Funds: \$19,796.75

Sponsor's Contribution: 600.00

Number employed:	Male:	1
	Female:	<u>22</u>
	Total:	23

The Sewing Shop, Women's and Children's Drosses Project was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 23 persons.

Among those are cutters and sewing machine operators. The equipment consists of 2 electric power sewing machines.

During the period of operation of the Project the following were manufactured, sorted as to size and packed in bundles.

1280	Comforters	72x86 (shipped)
391	Diapers	Hand sewn
295	Terry towels	
300	Huck towels	
5	Spreads	
23	Sheets	
6	Dresses -size 46	
2	Rag rugs	
96	Pillow cases	
29	Slips - size 12	
<u>80</u>	Dresses -Hand sewn - Infants	
2507	Total number of articles.	

These garments were distributed by the Sponsor.

QUILTING ROOM - PLAINFIELD, N. J.

Official Project #65-22-1848

Works Project #4-75

State Serial #4-20-5045

Description & Location: Quilting Room, 312 Madison Avenue,  
Plainfield, New Jersey.

Sponsor: State Emergency Relief Administration.

Federal Funds: \$20,076.75

Sponsor's Contribution: 600.00

Number employed:	Male:	1
	Female:	<u>26</u>
	Total:	27

The quilting room was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 27 persons. Among these are cutters, sewing machine operators, finishers, examiners, and pressors. The equipment consists of 12 electric sewing machines.

The following were manufactured, pressed, sorted as to size, packed in bundles of a dozen and labeled:

620 Quilts	496 Huck towels
73 Children's slips	252 Diapers
43 Girls' slips	132 Huck towels
50 Children's panties	620 Quilts
236 Children's dresses	90 Terry towels
39 Girls' dresses	120 Diapers
84 Women's dresses	26 Girls' slips
48 Girls' Pajamas	33 Children's slips
30 Women's pajamas	25 Children's panties
36 Women's shorts	24 Women's panties
12 Men's shirts	12 Boy's suits
36 Boy's shirts	12 Girls' dresses
12 Boy's blouses	102 Children's dresses
64 Boy's suits	12 Girls' pajamas
36 Boy's pajamas	24 Children's pajamas
24 Men's pajamas	12 Men's shorts
36 Men's shorts	12 Men's shirts
110 Children's playsuits	12 Boys' shirts
6 Infant's dresses	62 Children's sunsuits.
367 Terry towels	

Total number of articles: 4,040.

These garments are turned over to the sponsor for distribution.

SEWING ROOM - ELIZABETH, N. J.

Official Project #65-22-1848

Works Project #4-121

State Serial #4-20-5048

Description & Location: Sewing Room - 1177 East Grant Street  
Elizabeth, New Jersey.

Sponsor: State Emergency Relief Administration

Federal Funds: \$25,518.00  
2,400.00

Number employed: Male: .7  
Female: 21  
Total. 28

The Sewing Shop, Women's and Children's Dresses Project was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 28 persons.

Among these are cutters, sewing machine operators, finishers, examiners, and pressers. The equipment consists of 24 electric power sewing machines, 1 cutting machine and 1 electric pressing iron.

During the period of operation of the Project the following were manufactured, pressed, sorted as to size, packed in bundles of a dozen, labeled and shipped.

Pillow cases	22,084	Men's night shirts	247	Men's shirts	54
Bed sheets	6,900	Boys' " "	209	Boy's knickers	38
Terry towels	10,136	Ladies' bloomers	216	Men's overalls	31
Cook's aprons	456	Mens' unionsuits	90	Men's dungarees	1,302
Mens' shirts	420	Ladies' slips	80	Blankets	249
Mens' overalls	518	Children's slips	150	Girls' jumpers	14
Ladies' skirts	68	Blankets	200	Triangular bandages	1000
Girls' night gowns	174	Men's overalls	224	Ladies' dresses	51
Childrens' underwear	140	Mattress covers	302	Hoover aprons	30
Boys' pajamas	75	Men's pajamas	68	Boys' knickers	22
Girls' dresses	190	Boys' pants	22	Ladies' smocks	28
Boys' pants	121	Ladies' dresses	90	Boys' overalls	105
Ladies night gowns	76	Boys' blouses	50	Diapers	130
				Terry towels	217
				Huck towels	264
				Men's shirts	114

Total number of articles: 46,955

These garments were turned over to the sponsor for distribution.

SEWING ROOM - JAMESBURG, N. J.

Official Project #65-22-3416

Works Project #4-220

State Serial #4-12-5104

Description & Location: Sewing room - Jamesburg

Sponsor: Boro Council, Jamesburg

Federal Funds: \$15,240.00

Sponsor's Contribution: 1,200.00

Number employed:	Male:	1
	Female:	<u>22</u>
	Total:	23

This sewing Room was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs twenty-three persons. Among them are cutters, sewing machine operators, finishers, examiners and pressers. The equipment consists of twelve treadle machines, one cutting machine and one electric pressing iron.

During the period of operation of the Project, the following were manufactured, pressed, sorted as to size, packed in bundles of a dozen, labeled and shipped:

991 Women's dresses	58 Women's aprons
1362 Children's dresses	15 Women's skirts
122 " pajamas	33 Girls' shorts
413 " slips	52 Boy's shorts
543 " bloomers	238 Boy's suits
42 " suits (2 piece)	139 Boy's blouses
71 " sunsuits	116 Boy's overalls
85 Women's night gowns	164 Men's shirts
72 " pajamas	12 Baby caps
56 " slips	135 Pillow cases
74 " panties	56 sheets
72 " suits (2 Piece)	2 Comforters
1007 Baby diapers	959 Huck towels
665 Terry towels	48 Rag dolls
41 Lawn handkerchiefs	

Total number of articles: 7,643

These garments are distributed by the Sponsor.



SEWING ROOM - ROSELLE PARK, N. J.

Official Project #65-22-1848

Works Project #4-221

State Serial #4-20-5039

Description & Location: Sewing Room - Roselle Park, N. J.

Sponsor: State Emergency Relief Administration

Federal Funds: \$5,658.00

Sponsor's Contribution: 1,944.00

Number employed: Female: 7  
Total: 7

This Sewing room was started under W.P.A. on November 18th, 1935. The work is of a continuous nature and employs 7 persons. Among them are cutters, sewing machine operators, finishers, examiners, and pressers. The equipment consists of two electric sewing machines, three treadle machines.

During the period of operation of the project, the following garments have been made, pressed, sorted as to size, packed in bundles of a dozen, labeled and shipped:

300 Women's dresses & suits	72 Girl's blouses
42 " skirts	48 Men's shirts
80 " slips	30 " pajamas
40 " bloomers	18 " shorts
24 " blouses	18 Boys' pants
8 " coats	18 " blouses
24 " pajamas	32 " pajamas
238 Girl's dresses & suits	10 " button-on-suits
15 " coats	24 Infants' sleepers
27 " skirts	24 " dresses
48 " slips	8 " slips
52 " bloomers	10 dozen diapers
12 " pajamas	8 " huck towels
	8 " terry towels

Total number of articles: 1,262.

These garments were distributed by Sponsor.

SEWING ROOM - ELIZABETH, N. J.

Official Project #65-22-6386

Work Project #4-463

State Serial #4-20-5115

Description & Location: Sewing Room, 32 First Street, Elizabeth  
New Jersey.

Sponsor: City Commissioners

Federal Funds: \$21,888.00

Sponsor's Contribution: 1,728.00

Number employed:	Male:	1
	Female:	<u>22</u>
	Total:	23

This Sewing room was started under W.P.A. on March 29th, 1936. The work is of a continuous nature and employs 23 persons. Among them are finishers, examiners and pressers. The equipment consists of 8 treadle machines.

During the period of operation of the project the following garments were manufactured, sorted as to size, packed in bundles:

Children's dresses, various sizes	218
Women's dresses (20 to 34)	126
Infants rompers	36
Play and sun suits	100
Men's shorts	32
Aprons	86
Hooverettes	25
Boys' suits (sizes 2 to 4)	80
Boys' play suits - khaki (size 10 to 12)	23
Blouses for jumper dresses	7
Slips - white muslin	36
Terry towels	165
Huck towels	178
Birdseye	220

Total number of articles: 1,332

The sponsors have distributed these garments under Federal Regulations.

SEWING ROOM - HIGHLAND PARK, NEW JERSEY

Official Project #65-22-5649

Work Project #2524-4-351

State Serial #4-12-5039

Description & Location: Maintenance and operation of Sewing Room in Highland Park for articles required in new T.B. Hospital.

Sponsor: County Board of Freeholders - Middlesex County.

Federal Funds: \$9,392.00

Sponsor's Contribution: 1,679.00 \*\*

Number Employed: Men 1  
Women 20

This Sewing Room, was started under W.P.A. on May 25, 1936. The work is of a continuous nature and employs 20 women in cutting, sewing and finishing articles required in the T.B. Hospital. The equipment consists of 6 Electric power Machines, one electric scissors and one iron and one ironing Board.

During the period of operation of the project, the following articles were completed, pressed, sorted and packed:

Pillow Cases	3423	Glove Bags	36
Doctor's Coats	32	Mattress Covers	186
Table Covers	4	Sheets	1443
Ether Stockings	15	Laundry Bags	290
Tray Covers	24	Pneumothoros Sheets	100
Sleep Garments	604		

\*\*Or amount necessary to provide all yard goods, findings, equipment and supplies.

SEWING ROOM - SPRINGFIELD, NEW JERSEY

Official Project #65-22-6521

Work Project #3605-4-560

State Serial #4-20-5138

Description & Location: Maintenance and operation of Sewing Room in Town of Springfield.

Sponsor: Township Committee.

Federal Funds:	\$15,257.00
Sponsor's contribution	460.00

Number Employed: 10 Women.

This Sewing room was started under W.P.A. on May 15, 1936. The work is of a continuous nature and employs ten women. The women are engaged in cutting, sewing, finishing and pressing household and personal garments for the needy poor. The equipment consists of four Treadle Machines, 4 Electric Machines, one electric scissors and one iron and ironing board.

During the period of operation of this Project, the following articles have been completed, pressed, sorted and packed:-

Children's clothing	180	Sheets	93
Men's clothing	24	Towels	705
Girl's clothing	101	Diapers	239
Ladies' clothing	92	Pillow cases	169
Underwear	11		

These garments were distributed by the Sponsor in accordance with Federal regulations.



SEWING ROOM - NEW BRUNSWICK, NEW JERSEY.

Official Project #65-22-2197

Work Project #4-564

State Serial #4-12-5168

Description & Location: Maintenance and operation of Sewing room in City of New Brunswick.

Sponsor: City Commissioners, New Brunswick

Federal Funds: \$28,046.00

Sponsor's Contribution: 715.00

Number Employed:	Men	1
	Women	27

This Sewing room was started under W.P.A. on May 11, 1936. The work is of a continuous nature and employs 27 women and one janitor. The women are engaged in cutting, sewing, finishing and pressing household articles and personal garments for the needy poor. The equipment consists of ten Treadle Machines, ten Electric Machines, one iron and One Ironing Board.

During the period of operation, the following articles were completed, pressed, sorted, sized and packed.

Infant's clothing	65	Diapers	410
Boy's clothing	306	Sheets	597
Girl's clothing	386	Towels	1052
Women's clothing	97	Pillow Cases	116
Men's clothing	469		

These garments were distributed by the Sponsor in accordance with Federal regulations.

SEWING ROOM - WOODBRIDGE, NEW JERSEY.

Official Project No. 65-22-2198

Work Project No. 3606-4-561

State Serial No. 4-12-5196

Description & Location: Maintenance and operation of Sewing Room in Town of Woodbridge.

Sponsor: Township Committee, Woodbridge

Federal Funds: \$20,178.00

Sponsor's Contribution: 535.00

Number Employed: 26 Women.

This Sewing Room was started under W.P.A. on May 19th, 1936. The work is of a continuous nature and employs 26 women in cutting, sewing and finishing household articles and garments for needy poor. The equipment consists of 7 Electric machines, 5 treadle machines, one electric scissors and one Iron and Ironing Board.

During the period of operation of the Project, the following articles were completed, pressed, sorted, sized and packed.

Infant's clothing	56	Diapers	400
Boy's clothing	498	Sheets	200
Girl's clothing	170	Towels	1144
Ladies clothing	194	Pillow Cases	175
Men's clothing	154	Wash Cloths	16

These garments were distributed by the Sponsor in accordance with Federal regulations.

SEWING ROOM - HILLSIDE, NEW JERSEY

Official Project #65-22-2250 .

Work Project #4-570

State Serial #4-20-5146

Description & Location: Maintenance and operation of Sewing Room in Town of Hillside.

Sponsor: Township Committee, Hillside.

Federal Funds:	\$ 20,713.00
Sponsor's Contribution	880.00

Number of Employed:	Men	1
	Women	22

This Sewing Room was started under W.P.A. on May 16, 1936. The work is of a continuous nature and employs 23 persons. The women are employed in cutting, sewing, finishing and pressing of household articles and personal garments for the needy poor. The equipment consists of 6 Treadle Machines, 8 Electric Machines, 1 Electric Scissors and one Iron and Ironing Board.

During the period of operation of the Project, the following articles were completed, pressed, sorted, sized and packed for distribution:

Infant's clothing	159	Diapers	761
Boy's clothing	244	Shoets	252
Girl's clothing	607	Towols	758
Ladies' clothing	294	Pillow Cases	918
Men's clothing	43		

SEWING ROOM - MIDDLESEX BOROUGH, NEW JERSEY.

Official Project #65-22-6527.

Work Project #3610-4-565

State Serial #4-12-5156

Description & Location: Maintenance and operation of Sewing Room in Middlesex Borough.

Sponsor: Borough Council

Federal Funds:	\$12,914.95
Sponsor's Contribution	580.00

Number Employed:	Men	1
	Women	15

This Sewing Room was started under W.P.A. on May 18, 1936. The work is of a continuous nature and employs fifteen women in the cutting, sewing, finishing and pressing of household articles and garments for needy poor. The equipment consists of four electric Machines, 3 Treadle Machines, one Electric scissors, one Water cooler, one Iron and one Ironing Board.

During the period of operation, the following articles have been completed, pressed, sorted, sized and packed.

Infant's clothing	54	Diapers	517
Boy's clothing	188	Shoets	338
Girl's clothing	204	Towels	1657
Men's clothing	310	Pillow Cases	220
Women's clothing	108		

These articles were distributed by the sponsor in accordance with Federal regulations.



SEWING ROOM - NEPTUNE, NEW JERSEY

Official Project #65-22-1848

Work Project #5-113

State Serial #5-13-5019

Description & Location: Comforter Sewing Room at 211 Atkins Avenue, Neptune, New Jersey.

Sponsor: Emergency Relief Administration.

Federal Funds: \$8,760.00

Sponsor's Contribution: 1,500.00

Number employed:	Male:	1
	Female:	<u>13</u>
	Total:	14

This project was one of the first rooms placed in operation in this district. Work was started on November 25th, 1935, with 33 women and 1 man. This project was overloaded due to the large number of women seeking employment, and also to the fact that the sponsor was in need of many large and small comforters at that time of year. Besides making the regulation plain quilts, many interesting designs have been carried out by the individuals. One quilt that was most unique was made in crib size, was placed on exhibit at Washington. The idea was secured from a child's quilt over 100 years old; each block representing a letter of the Alphabet with an article appliqued on each.

Another small quilt had three large kittens worked out in tying twine. The workers in the room gave each one a name, they represented W. P. A.: one was William; second Peter and the third, Alexander.

This room has been reduced to its original amount of workers. Other projects have been approved and started, absorbing the rest of the workers.

During the period of operations, this project has made and turned over to the sponsor the following number of articles:

1917 Large Comforters	84 Diapers
44 Small Comforters	5 Girl's Dresses
4 Infant's Dresses	24 Huck Towels
72 Terry Towels	

SEWING ROOM - ASBURY PARK, NEW JERSEY

Official Project #65-22-5738

Work Project #5-181

State Serial #5-13-5069

Description & Location: Production Sewing Room, located at Prospect Avenue, Asbury Park, New Jersey.

Sponsor: Asbury Park, New Jersey

Federal Funds: \$35,046.00

Sponsor's Contribution: None

Number Employed:	Male:	1
	Female:	<u>33</u>
	Total:	34

This sewing room project was started under the W. P. A. on January 26th, 1936, and employs 34 persons. This includes one forelady, clerk, a cutter, one janitor and 30 seamstresses.

This room is equipped with electric and treadle sewing machines, irons, ironing boards, etc. A vast improvement is shown in this room in the garments produced. Along with the full time workers, eight youths have been assigned to this project. These girls are learning every phase of sewing, and have turned out some beautiful work.

During the period of operation of this project, the following articles were manufactured, pressed, labeled and turned over to the Sponsor's representative.

6 Women's slips	5 Women's chemise
61 Women's night gowns	25 Women's skirts
60 Men's shirts	2 Women's brassieres
37 Boy's pajamas	25 Men's shorts
843 Diapers	164 Girl's slips
17 Men's pajamas	10 Boy's overalls
20 Women's dresses	30 Girl's blouses
23 Boy's knickers	1 Infant's slip
162 Girl's dresses	22 Women's blouses
2 Children's coats	25 Women's aprons
12 Boy's suits	59 Layettes
89 Girl's panties	90 Bibs
92 Boy's blouses	101 Huck towels
40 Girl's pajamas	8 Children's nightgowns
1 Women's panties	51 Sun suits & hats

SEWING ROOM - CEDAR RUN, NEW JERSEY

Official Project #65-22-1848

Work Project #5-119

State Serial #5-15-5003

Description & Location: Sewing Room, Cedar Run, New Jersey.

Sponsor: Emergency Relief Administration.

Federal Funds: \$14,348.00

Sponsor's Contribution: 2,400.00

Number employed:	Male:	1
	Female:	<u>23</u>
	Total:	24

This sewing room project was started on November 25th, 1935, the first project to be started in the district. It employs 21 seamstresses, 1 forelady, 1 cutter, 1 janitor, and 7 youths. This project was formerly operated by the E. R. A., and most of the women working have had experience in all phases of dressmaking.

Anyone traveling through this district would not find a happier group of workers, and they are all very appreciative of their positions with the Works Progress Administration.

Since the beginning of this project and up until June 1st, the following garments have been made.

196 Women's slips	8 Girl's pajamas
79 Women's nightgowns	82 Women's panties
167 Men's shirts	6 Women's chemise
84 Girl's underwear	22 Women's skirts
44 Boy's pajamas	24 Women's brassieres
109 Infant's sleepers	46 Men's shorts
367 Diapers	59 Girl's slips
58 Men's pajamas	16 Women's coats
298 Women's dresses	10 Boy's overalls
87 Boy's knickers	4 Girl's blouses
120 Girl's panty dresses	18 Infant's slips
162 Girl's dresses	18 Women's blouses
20 Children's coats	31 Boy's lumber jackets
17 Boy's suits	16 Rompers
1 Men's underwear	50 Women's aprons
67 Girl's panties	3 Men's trousers
164 Boy's blouses	1 Child's nightgown
14 Sunsuits and hats	

Total number of garments: 2,468.

All garments are distributed under Federal Regulations by the Sponsor.



KNITTING ROOM - LAKEWOOD

Official Project #65-22-5002

Work Project #5-148 (5-147)

State Serial #5-15-5045

Description & Location: Knitting Room located in the Municipal Building, Fourth Street, Lakewood, N. J.

Sponsor: Lakewood Township Committee.

Federal Funds: \$12,884.00

Sponsor's Contribution: None

Number Employed:	Male:	0
	Female:	<u>21</u>
	Total:	21

The knitting room in Lakewood is one of the most important projects in the District. Operations started on January 27th. This project employs twenty (20) women to knit and one (1) forelady. They spend their time in making knitted garments for men, women and children. All the knitting wool is supplied by the local Red Cross. The finished articles are then returned to the local Red Cross for distribution. Some of the women are only renewing a lost craft, while others are learning a new one. Their first stitches are taught in the making of wash rage. Their next attempt is on a plain sleeveless sweater, finally working up to a fancy stitched sweater an on to the finest baby articles.

An item of interest in this project is the news commentator's program on their radio; (a loan of a friend). When the needles fly interesting news of the day and musical programs are heard.

Since the beginning of this project, up to June 1st, the following articles have been knitted and turned over to the local Red Cross for distribution:

37 Men's sweaters	5 Women's coat sweaters
20 Children's sleeveless sweaters	11 Youth's sweaters
12 Children's slip-on sweaters	4 Infant's sweaters
22 Children's coat sweaters	3 Infant's saquos
7 Infant's bonnets	4 Pair infant's booties.
10 Dish cloths	



SEWING ROOM - LAKEWOOD, NEW JERSEY

Official Project #65-22-5002

Work Project #5-148 (Old 151)

State Serial #5-15-5043

Description & Location: Sewing Room in Lakewood Municipal Building, Fourth Street.

Sponsor: Lakewood Township Committee

Federal Funds: \$35,010.00

Sponsor's Contribution: 130.00

Number employed:	Male:	2
	Female:	<u>55</u>
	Total:	57

This sewing room started operations on January 27th, 1936, employing 21 women, 2 foreladies, 1 cutter, 1 clerk and 1 janitor.

The project is equipped with all electric machines, irons, ironing boards, etc. This same project operated under E. R. A., and a number of women employed are especially fine seamstresses. The sponsor has cooperated with the W. P. A. in every way and has furnished extra electrical wiring to the amount of \$130.00. Added to this, also, were fire extinguishers.

During the very cold weather, hot lunches were served these project workers by the local Community Service.

The following list of garments up to June 1st, have been made and turned over to the Sponsor's representative, and distributed according to Government regulations:

82 Large sheets	334 Girl's dresses
88 Small sheets	4 Children's coats
33 Blankets	128 Boy's suits
208 Women's slips	46 Men's underwear
245 Women's nightgowns	110 Girl's panties
298 Men's shirts	172 Boy's blouses
3 Girl's underwear	65 Girl's pajamas
18 Boy's pajamas	111 Women's panties
4 Infant's sleepers	1 Women's skirt
1343 Diapers	1 Women's brassiere
8 Men's Pajamas	2 Men's shorts
555 Women's dresses	71 Girl's slips
146 Boy's knickers	1 Woman's coat
195 Pillow cases	13 Boy's overalls
139 Girl's panty dresses	5 Infant's slips

Sewing Room - Lakewood, New Jersey - (Cont'd.)

1 Woman's blouse	19 Bibs
1 Boy's lumber jacket	18 Men's trousers
1 Boy's underwear	5 Bathrobes
56 Rompers	390 Huck towels
24 Woman's aprons	204 Terry towels
95 Layettes	63 Children's nightgowns
33 Sun suits and hats	

Total number of garments: 5,339.

SEWING ROOM - LONG BRANCH, NEW JERSEY

Official Project #65-22-4418

Work Project #5-153

State Serial #5-13-5058

Description & Location: Production Sewing Room, Gregory Avenue  
School, at Seventh Avenue, Long Branch  
New Jersey

Sponsor: City of Long Branch.

Federal Funds: \$12,180.00

Sponsor's Contribution: None

Number employed:	Male:	1
	Female:	<u>22</u>
	Total:	23

This Sewing Room started operations under the W. P. A. on January 6th, 1936; the work is of a continuous nature and employs twenty-three persons including one forelady, a cutter, clerk and janitor; and nineteen seamstresses. The equipment consists of eight electric and seven treadle machines, electric irons, etc. The city of Long Branch added extra wiring and outlets for electric machines.

During the period of operations the project made and turned over to the sponsor's representative the following articles:

11 Large sheets	248 Girl's panties
27 Blankets	63 Boy's blouses
35 Women's slips	18 Girl's pajamas
44 Women's nightgowns	44 Women's panties
21 Men's shirts	14 Women's skirts
32 Girl's underwear	14 Women's brassieres
22 Boy's pajamas	44 Men's shorts
52 Infant's sleepers	119 Girl's slips
428 Diapers	2 Women's coats
18 Men's pajamas	6 Girl's blouses
48 Women's dresses	10 Infant's slips
26 Boy's knickers	1 Woman's blouse
249 Pillow cases	49 Rompers
169 Girl's panty dresses	11 Women's aprons
67 Girl's dresses	23 Layettes
2 Children's coats	10 Bathrobes
12 Boy's suits	599 Huck towels
8 Men's underwear	496 Terry towels
55 Sun suits and hats	

SEWING ROOM - ASBURY PARK, NEW JERSEY

Official Project #65-22-1848

Work Project #5-176

State Serial #5-13-5015

Description & Location: Sewing Room, Prospect Avenue School,  
Asbury Park, New Jersey.

Sponsor: Emergency Relief Administration.

Federal Funds: \$13,996.00

Sponsor's Contribution: 2,603.00

Number Employed:	Male:	0
	Female:	<u>23</u>
	Total:	23

This project started operation on March 30th, 1936, and is of a continuous nature. This project is operated as a colored unit, with one forelady, one clerk, one cutter and 20 seamstresses.

The sewing room is equipped with treadle and electric machines, irons, ironing boards, etc. Vast improvement and very good judgement is shown in the type garments made in this project.

Since the beginning of this project and up until June 1st, the following list of garments have been made, pressed and turned over to the sponsor's representative:

1 Women's slip	27 Boy's blouses
3 Women's nightgowns	9 Girl's pajamas
19 Men's shirts	1 Woman's panties
270 Diapers	1 Woman's brassiere
12 Men's pajamas	18 Rompers
13 Women's dresses	9 Women's aprons
112 Pillow cases	2 Bibs
76 Girl's dresses	24 Bathrobes
2 Boy's suits	92 Terry towels
78 Girl's panties	36 Sun suits and hats

Total number of garments: 805.

These garments are distributed under Federal Regulations.



SEWING ROOM - POINT PLEASANT

Official Project #65-22-1848

Work Project #5-177

State Serial #5-15-5013

Description & Location: Production Sewing Room located at  
Trenton and Arnold Avenues, Point  
Pleasant, New Jersey.

Sponsor: Emergency Relief Administration.

Federal Funds: \$14,216.00

Sponsor's Contribution: 2,403.00

Number Employed:	Male:	1
	Female:	<u>20</u>
	Total:	21

This project started operations on March 1st, 1936 and employs one (1) forelady, one (1) cutter, one (1) clerk, twenty (20) seamstresses and one (1) janitor. This project is housed in a building situated on a corner lot, which consists of two rooms and is very light and airy. The project is equipped with electric machines, electric irons, ironing boards, etc. Many of the women on this project have brought their own patterns to the work room, thereby enabling them to carry out many different types and styles of garments from other rooms. They also use many original ideas.

Since the beginning of this project, up to June 1st, the following list of garments have been made and pressed:

68 Large sheets	18 Women's dresses
42 Women's slips	34 Boy's knickers
24 Women's nightgowns	210 Pillow cases
172 Men's shirts	259 Girl's dresses
57 Boy's pajamas	21 Boy's suits
922 Diapers	24 Men's underwear
12 Girl's panties	2 Boy's blouses
50 Girl's pajamas	48 Women's panties
3 Women's skirts	32 Men's shorts
48 Girl's slips	3 Women's coats
4 Girl's blouses	39 Infant's slips
108 Boy's lumber-jackets	41 Layettes
26 Bathrobes	308 Huck towels
235 Terry Towels	69 Children's nightgowns
60 Sun-suits and hats	

These garments have been turned over to the sponsor for distribution.

SEWING ROOM - KEANSBURG

Official Project #65-22-5200

Work Project #5-179

State Serial #5-13-5065

Description & Location: Sewing Room, Francis Place, Keansburg,  
New Jersey.

Sponsor: Boro of Keansburg.

Federal Funds: \$17,759.00

Sponsor's Contribution: None

Number Employed:	Male:	1
	Female:	<u>28</u>
	Total:	29

This Sewing Project was started under the W. P. A. on March 19th, 1936. The work is of a continuous nature and employs 29 persons, including one forelady, one clerk, one cutter, a janitor and 25 seamstresses.

This room is equipped with electric machines, irons, ironing boards, etc. Two power machines are loaned by the forelady, thus enabling the women to learn to operate the same type machine used in factories.

The type of work accomplished in this room is very fine, this was brought out in the recent exhibit held in District #5. The forelady on this project let each individual carry out her own idea in making a complete outfit to be exhibited. The garments were very daintily made and showed very good judgement.

During the period of operation of this project, the following articles were manufactured, pressed, labeled and turned over to the sponsor's representative. These garments are then given out according to Government Regulations.

34 Large sheets	94 Women's panties
56 Women's slips	24 Women's chemises
58 Women's nightgowns	32 Women's skirts
4 Boy's pajamas	67 Girl's slips
942 Diapers	59 Girl's blouses
122 Women's dresses	20 Infant's slips
390 Pillow cases	1 Woman's apron
22 Girl's panty dresses	9 Layettes
202 Girl's dresses	53 Bath robes
124 Girl's panties	88 Children's nightgowns
150 Sun suits & hats.	

SEWING ROOM - NEPTUNE, NEW JERSEY

Official Project #65-22-5060

Work Project #5-182 (Old 185)

State Serial #5-13-5078

Description & Location: Sewing Room, 1224 Springwood Avenue,  
Neptune, New Jersey.

Sponsor: Neptune Township.

Federal funds: \$46,540.00

Sponsor's contribution: None

Number employed:	Male:	1
	Female:	<u>23</u>
	Total:	24

This project started operation on February 27th, 1936, and was the second project in the District to be operated with an entire colored unit, employing 23 seamstresses, one forelady, one cutter, 1 clerk and a janitor. The space for this project is rented by the township and they furnish all coal.

The project is equipped with electric and treadle machines, irons, etc. The women have shown a great improvement, and are all happy in their work.

Since the project started and up until June 1st, the following garments have been made, pressed and turned over to the sponsor's representative:

28 Women's slips	59 Boy's blouses
63 Women's nightgowns	2 Girl's pajamas
43 Men's shirts	44 Girl's slips
6 Boy's pajamas	27 Rompers
299 Diapers	12 Women's aprons
10 Men's pajamas	1 Layette
67 Women's dresses	87 Bibs
58 Boy's knickers	223 Huck towels
186 Girl's dresses	24 Children's nightgowns
34 Boy's suits	38 Sun suits and hats

Total number of garments: 1,311.

These garments are distributed under Federal Regulations.



SEWING ROOM - NEPTUNE TOWNSHIP

Official Project #65-22-5060

Work Project #5-182

State Serial #5-13-5070

Description & Location: Sewing Room located at 211 South Atkins Avenue, Neptune Township.

Sponsor: Neptune Township Committee.

Federal Funds: \$21,612.00

Sponsor's Contribution: None

Number Employed:	Male:	1
	Female:	<u>33</u>
	Total:	34

This project was started on March 23rd, 1936, employing 31 seamstresses, one (1) forelady, one (1) cutter and one (1) janitor. The project is equipped with electric and treadle machines, ironing boards, electric irons, etc.. These women were first assigned to the Comforter Project, then reassigned to the sewing room, therefore they have the advantage over most other projects in knowing how to make comforters as well as their regular dressmaking.

The following list of garments, up to June 1st, have been made, pressed and turned over to the Sponsor's representative for distribution:

36, Large sheets	146 Pillow cases
12 Women's nightgowns	132 Girl's dresses
6 Boy's pajamas	11 Boy's suits
348 Diapers	48 Girl's panties
7 Women's dresses	66 Boy's blouses
21 Boy's knickers	6 Girl's pajamas
1 Woman's skirt	44 Men's shorts
66 Girl's slips	6 Girl's blouses
61 Infant's slips	13 Rompers
28 Layettes	15 Infants dresses
14 Children's nightgowns	30 Sun-suits and hats



SEWING ROOM - TOMS RIVER

Official Project #65-22-2200

Work Project #5-253

State Serial #5-15-5011

Description & Location: Production Sewing Room located at  
25 Washington Street, Toms River,  
New Jersey.

Sponsor: Dover Township Committee.

Federal Funds: \$30,083.00

Sponsor's Contribution: None

Number employed:	Male:	1
	Female:	<u>33</u>
	Total:	34

This project started operations on May 45h, and is of a continuous nature, employing thirty-one (31) women to sew, one (1) forelady, one (1) cutter and one (1) janitor. The project is equipped with electric and treadle machines, ironing boards, electric irons, etc. Most of the women on this project have had some experience, as this sewing room operated under the E. R. A. The garments are made in good taste and finished beautifully.

The following garments, up to June 1st, have been made and turned over to the Sponsor's Representative for distribution:

4 Large Sheets	6 Women's dresses
3 Women's slips	8 Boy's knickers
16 Men's shirts	48 Pillow cases
256 Diapers	35 Girl's panty dresses
1 Men's pajamas	1 Boy's overalls
6 Boy's suits	76 Infant's slips
8 Boy's blouses	62 Infant's dresses
1 Bathrobe	
16 Sun suits and hats	

SEWING ROOM - DOVER, NEW JERSEY

Official Project #65-22-1855

Work Project #6-97

State Serial #6-14-5009

Description & Location: Sewing Room, 36 Morris St.,  
Dover, New Jersey.

Sponsor: Town of Dover.

Federal Funds: \$22,546.00

Sponsor Control: 2,400.00

Number employed:           Male:       1  
                                  Female:    27  
                                  Total:     28

The Sewing Room, was started under W.P.A. on November 5th, 1935. The work is of a continuous nature and employs 28 persons.

Among these are a cutter, sewing machine operators, finishers, examiners, and pressers. The equipment consists of (16) sixteen electric power sewing machines and one (1) electric Pressing irons.

The Sewing Room works one shift of six and one-half (6½) hours per day, five days per week.

During the period of operation we made:

Boys Suits	167	Men's Underwear	172
" Underwear	288	Women's Suits	116
Girls Dresses	532	" Coats	61
" Underwear	230	" Underwear	277
" Coat	65	Quilts	40
Infant Wear	872	Women's Dresses	623
Skirts & Blouses	97	Rompers	14
Boys & Men's Shirts	285	Boys Pants	198

TOTAL - 4,657 Garments.

These garments were distributed by the Sponsor.

SEWING ROOM - MADISON, NEW JERSEY

Official Project #65-22-3405

Work Project #6-159

State Serial #6-14-5007

Description & Location: Sewing Room, 25 Cook Ave.,  
Madison, New Jersey

Sponsor: Town of Madison.

Federal Funds: \$13,664.00

Sponsor Control: 2,400.00

Number employed: Male: None  
Female: 15  
Total: 15

The Sewing Room, was started under the W.P.A. on November 23rd, 1935. The Work is of a continuous nature and employs fifteen (15) persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of eight (8) electric power sewing machines.

The Sewing Room works one shift of six and one-half (6½) hours per day, five days a week.

During the period of operation we made:

Boys Coats	4	Girls Dresses	297
Boys Suits	19	Infants Wear	365
Boys & Men's Shirts	40	Girls Underwear	159
Boys Underwear	12	Men's "	25
Girls 2 pc. Suits	22	Women's "	95
Girls Coats	15	Rompers	60
Women's Dresses	89		

TOTAL - 1,202 Garments.

These garments were distributed by Sponsor.

SEWING ROOM - MORRISTOWN, NEW JERSEY

Official Project #65-22-3418

Work Project #6-160

State Serial #6-14-5008

Description & Location: Sewing Room, 6 Vail Pl.,  
Morristown, New Jersey

Sponsor: Town of Morristown.

Federal Funds: \$21,896.00

Sponsor Control: 2,400.00

Number employed:           Male:     2  
                                  Female:  34  
                                  Total:    36

The Sewing Room, was started under the W.P.A. on November 18, 1935. The work is of a continuous nature and employs 36 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of twenty-two (22) electric power sewing machines.

The Sewing Room works one shift of six and one-half (6½) hours per day, five days a week.

During the period of operation we made:

Boys Undergarments	67	Women's Dresses	189
Girls Dresses	184	" Suits	27
Girls Undergarments	424	" Coats	36
Infants wear	1568	Shirts, Men & Boys	100
Knickers	57	Smocks	66
Men's Undergarments	150	Sheets	1136
Quilts	100		

TOTAL - 4,104 Garments

The Sponsor distributed these garments.



SEWING ROOM - PHILLIPSBURG, NEW JERSEY

Official Project #65-22-3622

Work Project #6-161

State Serial #6-21-5007

Description & Location: Sewing Room, 362 So. Main St.,  
Phillipsburg, New Jersey.

Sponsor: Town of Phillipsburg.

Federal Funds: \$12,960.00

Sponsor Control: 2,400.00

Number Employed:	Male:	0
	Female:	<u>23</u>
	Total:	23

The Sewing Room, was started under the W.P.A. on November 21, 1935. The work is of a continuous nature and employs 23 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of twelve (12) Machines, electric power.

The Sewing Room works one shift of six and one-half (6½) hours per day, five days a week.

During the period of operation we made:

Boys Suits	71	Infants wear	458
" Pants	99	Men's Underwear	25
" Underwear	284	Skirts & Blouses	228
Girls Dresses	234	Shirts, Men's & Boys	425
" Underwear	564	Women's Suits	7
" Coats	73	Women's Underwear	214
Household Articles	34	" Dresses	253

TOTAL - 2,969 Garments.

The Sponsor distributed these garments.

SEWING ROOM - ROCKAWAY, NEW JERSEY

Official Project #65-22-3625

Work Project #6-163

State Serial #6-14-5003

Description & Location: Sewing Room, 148 E. Main St.,  
Rockaway, New Jersey.

Sponsor: Town of Rockaway.

Federal Funds: \$20,196.00

Sponsor Control: 1,800.00

Number employed:           Male:     1  
                                  Female:  28  
                                  Total:   29

The Sewing Room, was started under the W.P.A. on November 23rd, 1935. The work is of a continuous nature and employs 29 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of twenty-three (23) electric power machines, 1 Ironing Board and one electric pressing iron.

The Sewing Room works one shift of six and one half (6½) hours per day, five days a week.

During the period of operation we made:

Boys Suits	159	Women's Suits	28
Girls Quilts	59	" Dresses	84
" Coats	3	" Blouses	18
" Dresses	415	" Underwear	112
" Skirts	84	" Dresses	84
" Underwear	452	Rompers	60
Infants wear	402	Sheets	5,892
Men's Underwear	45	Pillow Cases	2,292
Knickers	79	Aprons	35
Men's & Boys Shirts	96	Quilts	12

TOTAL 10,411 Garments.

The Sponsor distributed these garments.

SEWING ROOM - BOONTON, NEW JERSEY

Official Project #65-22-3839

Work Project #6-164

State Serial #6-14-5006

Description & Location: Sewing Room, 1005 Main St.,  
Boonton, New Jersey

Sponsor: Town of Boonton.

Federal Funds: \$22,877.00

Sponsor Control: 2,400.00

Number employed:        Male:    1  
                             Female: 17  
                             Total:  18

The Sewing Room, was started under the W.P.A. on November 22nd, 1935. The work is of a continuous nature and employs 18 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of sixteen (16) electric power machines.

The Sewing Room works one shift of six and one-half (6½) hours per day, five days a week.

During the period of operation we made:

Boys Suits	40	Women's Coats	7
"    & Men's Shirts	128	"       Dresses	37
Girls Suits	171	"       Underwear	98
"       Underwear	129	Infants Wear	275
"       Dresses	337	Rompers	41
"       Coats	45	Quilt	38
Men's Underwear	22		

TOTAL - 1,368 Garments

These garments were distributed by the Sponsor.

SEWING ROOM - MILLINGTON, NEW JERSEY

Official Project #65-22-3841

Work Project #6-165

State Serial #6-14-5025

Description & Location: Sewing Room, Millington Town Hall,  
Millington, New Jersey.

Sponsor: Township Committee

Federal Funds: \$9,986.00

Sponsor Control: 375.00

Number employed:	Male:	none
	Female:	<u>10</u>
	Total	10

The Sewing Room, was started under the W.P.A. on November 23, 1935. This work is of a continuous nature and employs 10 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of eight (8) electric power machines and one (1) Ironing board.

The Sewing Room works one shift of six and one-half (6½) hours per day, five days a week.

During the period of operation we made:

Blouses	18	Dresses, Girls	143
Boys Underwear	54	Infants Wear	500
" Suits	63	Household Articles	75
Children's Rompers	47	Girls Underwear	194
Dresses, Women's	43	Men's & Boys Shirts	64
Women's Underwear	119	" Underwear	47

TOTAL - 1,367

These garments were distributed by the Sponsor.



SEWING ROOM - FRANKLIN TOWNSHIP, NEW JERSEY

Official Project #65-22-3840

Work Project #6-166

State Serial #6-18-5011

Description & Location: Sewing Room, Hamilton & Ambrose St.,  
West New Brunswick.

Sponsor: Franklin Township

Federal Funds: \$9,325.00

Sponsor Control: 2,400.00

Number employed:            Male:        0  
                                 Female:    11  
                                 Total:     11

The Sewing Room, was started under W.P.A. on November 23, 1935. The work is of a continuous nature and employs 11 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of (6) six electric power machines and (1) one iron and (1) one ironing board.

The Sewing Room works one shift of six and one half (6½) hours per day, five days per week.

During the period of operation we made:

Boy's Suits	176	Men & Boys Shirts	161
Girl's Dresses	311	Men's Underwear	7
" Underwear	330	Women's Underwear	156
Household Articles	129	" Dresses	244
Infants Wear	564	" Coats & Suits	76

TOTAL - 2,154 Garments

The Sponsor distributed these garments.

SEWING ROOM - SOMERVILLE, NEW JERSEY

Official Project #65-22-3624

Work Project #6-167

State Serial #6-18-5012

Description & Location: Sewing Room, 79 W. Main Street,  
Somerville, New Jersey.

Sponsor: Town of Somerville

Federal Funds: \$13,317.00  
Sponsor Control: 2,400.00 :

Number employed: Male; 0  
: Female: 20  
: Total: 20

The Sewing Room was started under the W.P.A. on November 25th, 1935. This work is of a continuous nature and employs 20 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of ten (10) electric power machines and one (1) Electric iron.

The Sewing Room works one shift of six and one half (6½) hours per day, five days per week.

During the period of operation we made:

Boy's and Mens Shirts	147	Infants Wear	565
Boy's Suits	429	Mens Underwear	179
Boy's Underwear	108	Skirts & Blouses	139
Girls Dresses	325	Women's Suits	45
" Underwear	291	" Underwear	140
" Coats	21	" Dresses	230
Household Garments	72	Rompers	111

TOTAL - 2,802 Garments.

These garments were distributed by the Sponsor.

SEWING ROOM - BOUND BROOK, NEW JERSEY

Official Project #65-22-3623

Work Project #6-178

State Serial #6-18-5010

Description & Location: Sewing Room, 11 Hamilton Street,  
Bound Brook, New Jersey.

Sponsor: Bound Brook (Town)

Federal Funds: \$7,413.00

Sponsor Control: 2,400.00

Number employed: Male: 0  
Female: 10  
Total: 10

The Sewing Room was started under the W.P.A. on November 23, 1935. This work is of a continuous nature and employs 7 persons.

Among these are a cutter, sewing machine operators, finishers, examiners, and pressers. The equipment consists of (6) six electric power machines.

The Sewing Room works one shift of six and one half ( $6\frac{1}{2}$ ) hours per day, five days per week.

During the period of operation we sewed:

Boy's Suits	143	Men & Boys Shirts	163
Boy's Underwear	95	" Underwear	108
Girl's Dresses	323	Women's Suits	1
" Underwear	428	" Coats	1
" Coats	33	" Dresses	77
Infants Wear	173	" Underwear	43
Household goods	2		

TOTAL - 1,590 Garments.

All garments were distributed by Sponsor.

SEWING ROOM - FLEMINGTON, NEW JERSEY

Official Project #65-22-5562

Work Project #6-223

State Serial #6-10-5001

Description & Location: Sewing Room, Hall of Records Annex,  
Flemington, New Jersey.

Sponsor: Board of Freeholders of Flemington, New Jersey.

Federal Funds: \$8,728.00

Sponsor's Contribution: None

Number employed:	Male:	0
	Female:	<u>7</u>
	Total:	7

The Sewing Room, was started under W.P.A. on March 23, 1936.  
The work is of a continuous nature and employs 7 persons.

Among these are a cutter, sewing machine operators,  
finishers, examiners, and pressers. The equipment consists of  
(8) eight electric power sewing machines.

The Sewing Room works one shift of six and one half ( $6\frac{1}{2}$ )  
hours per day, five days per week.

During the period of operation, we have made:

Boy's Suits	14	Household articles	75
" Underwear	3	Infants Wear	130
Girl's Dresses	63	Shirts	29
" Underwear	73	Women's Dresses	7

TOTAL 394 Garments

These garments were distributed by the Sponsor.



SEWING ROOM - PLAINFIELD, NEW JERSEY

Official Project #65-22-6238

Work Project #6-233

State Serial #6-18-5009

Description & Location: Sewing Room, 314 Somerset Street,  
North Plainfield, New Jersey.

Sponsor: Town of North Plainfield

Federal Funds: \$11,240.00

Sponsor Control: 900.00

Number employed: Male: 1  
Female: 15  
Total: 16

The Sewing Room, was started under the W.P.A. January 23rd, 1936. This work is of a continuous nature and employs 16 persons.

Among these are a cutter, Sewing machine operators, finishers, examiners and pressers. The equipment consists of six (6) electric power machines.

The Sewing Room works one shift of six and one half (6½) hours per day, five days per week.

During the period of operation we made:

Boy's Suits	54	Girls Underwear	100
" Shirts	4	" Dresses	8
" Underwear	1	Women's Underwear	73
Infants wear	407	" Coats	15
Mens Underwear	85	" Dresses	29
Mens Shirts	98		

TOTAL - 874 Garments.

These garments were distributed by Sponsor of Project.

SEWING ROOM - WASHINGTON, NEW JERSEY

Official Project #65-22-6393

Work Project #6-269

State Serial #6-21-5021

Description & Location: Sewing Room, 7 West Washington Street,  
Washington, New Jersey.

Sponsor: Mayor and Council.

Federal Funds: \$20,198.00

Sponsor's Contribution: 200.00

Number Employed:	Male:	2
	Female:	<u>13</u>
	Total:	15

The Sewing Room, was started under W. P. A. on November 29th, 1935. The work is of a continuous nature and employs 15 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of (15) fifteen electric power machines.

The Sewing Room works one shift of six and one half ( $6\frac{1}{2}$ ) hours per day, five days per week.

During the period of operation we made:

Boy's suits	24	Infant's wear	519
Boy's underwear	5	Men's shirts	8
Girl's dresses	101	Men's underwear	6
Girl's underwear	20	Women's underwear	44
Household goods	328	Women's dresses	212

TOTAL: 1,267 garments.

The sponsor distributed these garments.

SEWING ROOM - MORRISTOWN, NEW JERSEY

Official Project #65-22-6549

Work Project #6-276

State Serial #6-14-5058

Description & Location: Sewing Room, 6 Vail Place,  
Morristown, New Jersey.

Sponsor: Morris County Welfare Board, Morristown, New Jersey

Federal Funds: \$28,013.25

Sponsor Control: 540.00

Number employed:	Male:	1
	Female:	<u>29</u>
	Total:	30

The Sewing Room, was started under W.P.A. on April 6th, 1936. The work is of a continuous nature and employs 30 persons.

Among these are a cutter, sewing machine operators, finishers, examiners and pressers. The equipment consists of (22) Electric Power Machines, (5) five treadle machines.

The Sewing Room works one shift of six and one half (6½) hours per day, five days per week.

During the period of operation we made:

House-hold Garments	2010
Women's Dresses	27
" Suits	18
" Underwear	79
Men's Underwear	23
Skirts & Blouses	10

TOTAL - 2,167 Garments

These garments were distributed by Sponsor.





SEWING ROOM - ASBURY PARK

Official Project #65-22-5738

Work Project #5-181 (5-184)

State Serial #5-13-5074

Description & Location: Sewing Room, Prospect Avenue School,  
Asbury Park, N. J.

Sponsor: City Commission of Asbury Park

Federal Funds \$21,310.00 Sponsor's Contribution \$ -

Number employed:	Male	1
	Female	33
	Total	<u>34</u>

This Sewing Room Project was started on February 26th under the Works Progress Administration and employs thirty (30) women to sew, one (1) forelady, one (1) cutter, one (1) clerk and one (1) janitor. This was the first project in the district to be operated entirely as a colored unit.

Exceptionally fine style is used in the making of these garments. Each woman has some suggestions to make, and if in good taste, these ideas are carried out.

The following garments have been made and turned over to the Sponsor's Representative for distribution among the needy poor and unemployables in the colored district:

42 Women's Slips	70 Women's Dresses
56 Women's Nightgowns	12 Boy's Knickers
62 Men's Shirts	18 Girl's Panty Dresses
43 Boy's Shirts	172 Girl's Dresses
594 Diapers	36 Boy's Suits
28 Men's Pajamas	131 Girl's Panties
114 Boy's Blouses	72 Girl's Pajamas
6 Women's Panties	6 Women's Skirts
12 Women's Brassiers	89 Girl's Slips

SEWING ROOM - ASBURY PARK (Continued)

6 Women's Coats  
1 Infant's slip  
24 Rompers  
86 Bibs  
70 Children's Nightgowns

20 Girl's Blouses  
3 Boy's Lumber-Jackets  
26 Women's Aprons  
99 Huck Towels  
49 Sun-suits and Hats

SEWING ROOM - EAST BRUNSWICK, N. J.

Official Project #65-22-6520

Works Project #4-562

State Serial #4-12-5187

Description & Location: Sewing Room, Town Hall, Dunham's Corner,  
E. Brunswick Township.

Sponsor: East Brunswick Township

Federal Funds: \$13,434.60

Sponsor's Contribution: rent, heat, light, and power.

Number employed:	Female:	8
	Total:	8

This Sewing Room was started under W.P.A. on May 26th, 1936. The work is of a continuous nature and employs 8 persons. Among them are cutters, sewing machine operators, finishers, examiners, and pressors. The equipment consists of 4 electric power sewing machines and 1 electric pressing iron.

During the period of operation of the project, the following were manufactured, pressed, sorted as to size, packed in bundles of a dozen and labeled:

- 19 Misses dresses
- 25 Children's pantie dresses
- 9 Children's blouses & dresses
- 322 Huck towels
- 218 Terry towels
- 451 Diapers
- 40 Sheets

Total number of garments: 1,084

These garments are distributed in accordance with Federal Regulations.

SEWING ROOM - MEDFORD

Official Project      #65-22-1848

Works Project        #794-7-79

State Serial         #7-3-5001

Description & Location:    Sewing Room, Hicksheight Meeting  
House, South St., Medford, N.J.

Sponsor:    E.R.A. and later the State Commissioner of Labor

Federal Funds:    \$9,572.    Sponsor's Contribution:    \$2,400.

Number Employed:    Male  
                         Female    11  
                                     11

This sewing room Project for men's, women's, and children's garments etc. was started November 19, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 11 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 6 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	12	Diapers	288
Suits	62	Infant's Bands	6
Dresses	449	Infant's Wrappers	9
Skirts	10	Quilts	3
Blouses	11	Blankets	2
Shirts	72	Sheets	55
Pants	48	Pillow Cases	8
Slips	73	Huck Towels	162
Night Garments	72	Terry Towels	192
Underwear	49	Miscellaneous	47

Total    1,600

These garments are turned over to the Commodity Distribution Project for distribution according to Federal Regulations.



SEWING ROOM - NEW GRETN, N.J.

Official Project #65-22-1848

Work Project #795-7-80

State Serial #7-3-5008

Description & Location: Sewing Room, School House, Chatsworth Road, New Gretna, New Jersey.

Sponsor: Emergency Relief Administration and later the State Commissioner of Labor

Federal Funds: \$10,614. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	11
	Total	11

This Sewing Room project for men's, women's, and children's garments etc. was started November 4, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 11 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 7 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced.

Coats	2	Night Garments	131
Suits	45	Underwear	98
Dresses	322	Diapers	121
Skirts	24	Infant's Bands	36
Blouses	113	Infant's Wrappers	14
Shirts	111	Sheets	47
Pants	153	Pillow Cases	92
Slips	226	Miscellaneous	34
Total	1569		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - TRENTON, NEW JERSEY

Official Project #65-22-1848

Work Project #797-7-82

State Serial #7-11-5005

Description & Location: Sewing Room, Old Maddock Pottery,  
Carroll St., Trenton, N.J.

Sponsor: Emergency Relief Administration and later the State  
Commissioner of Labor.

Federal Funds: \$19,404. Sponsor's Contribution: \$3,600.

Number Employed:	Male	1
	Female	26
	Total	27

This Sewing Room project for men's, women's, and children's garments etc. was started December 21, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 27 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 12 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	21	Night Garments	154
Suits	98	Underwear	188
Dresses	475	Diapers	228
Skirts	12	Quilts	8
Shirts	76	Sheets	102
Pants	50	Pillow Cases	290
Slips	135	Miscellaneous	35
Total	1872		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - EWING TOWNSHIP, N. J.

Official Project #65-22-1848

Work Project #1374-7-148

State Serial #7-11-5004

Description & Location: Sewing Room, Ewing Township  
Municipal Bldg., Pennington Road,  
Trenton, New Jersey.

Sponsor: Emergency Relief Administration and later the State  
Commissioner of Labor.

Federal Funds: \$10,130. Sponsor's Contribution: \$2,400.

Number Employed:	Male:	0
	Female:	<u>11</u>
	Total:	11

This Sewing Room Project for men's women's and children's garments, etc. was started December 11, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 11 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 6 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Suits	16	Night Garments	31
Dresses	271	Underwear	99
Skirts	14	Diapers	275
Blouses	42	Infant's Bands	36
Shirts	86	Infant's Wrappers	14
Pants	68	Sheets	77
Slips	182	Pillow Cases	79

Total 1290

These garments were turned over to the Commodity Distribution Project for distribution according to Federal regulations.

Official Project #65-22-1848

Work Project #1676-7-186

State Serial #7-3-5010

Description & Location: Sewing Room, Washington Grammar School,  
Washington Street, Riverside, N.J.

Sponsor: Emergency Relief Administration and later the  
State Commissioner of Labor

Federal Funds: \$16,653. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	22
	Total	22

This Sewing Room project for men's, women's, and children's garments etc. was started November 20, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 22 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 12 treadle sewing machine, one cutting table, one cutting shears and one electric iron.

During the period of operation of this project the following items have been produced.

Coats	60	Underwear	168
Suits	57	Diapers	303
Dresses	290	Infants Bands	112
Skirts	110	Infants Wrappers	172
Blouses	120	Quilts	5
Shirts	152	Sheets	108
Pants	85	Pillow Cases	204
Slips	161	Huck Towels	150
Night Garments	146	Terry Towels	163
Total	2566		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.



SEWING ROOM - MAPLE SHADE, N.J.

Official Project #65-22-1848

Work Project #1686-7-187

State Serial #7-3-5004

Description & Location: Sewing Room, School #1,  
Poplar Ave., Maple Shade, N.J.

Sponsor: Emergency Relief Administration and later the  
State Commissioner of Labor

Federal Funds: \$15,566. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	15
	Total	15

This Sewing Room project for men's, women's, and children's garments etc. was started November 20, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 15 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 11 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	3	Underwear	350
Suits	56	Diapers	354
Dresses	392	Infant's Bands	8
Skirts	3	Infant's Wrappers	6
Blouses	45	Blankets	4
Shirts	43	Sheets	41
Pants	260	Pillow Cases	61
Slips	156	Huck Towels	12
Night Garments	306	Terry Towels	39
Total	2149		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - MOORESTOWN, N.J.

Official Project #65-22-1848

Work Project #1691-7-188

State Serial #7-3-5009

Description & Location: Sewing room, Moorestown Community House, Main Street, Moorestown, N.J.

Sponsor: Emergency Relief Administration and later the State Commissioner of Labor

Federal Funds: \$9,472. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	11
	Total	11

This Sewing Room Project for men's, women's, and children's garments etc. was started November 20, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 11 persons.

Among these are cutters, sewing machine operators, finishers examiners and pressers under able supervisors. The equipment consists of 7 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items were produced:-

Coats	69	Night Garments	148
Suits	46	Underwear	103
Dresses	173	Diapers	220
Skirts	81	Infant's Bands	74
Blouses	60	Infants Wrappers	69
Shirts	57	Quilts	2
Slips	121	Sheets	60
Total	1283		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - HOPEWELL, N.J.

Official Project #65-22-3582

Work Project #1692-7-189

State Serial #7-11-5052

Description & Location: Sewing Room, Hopewell Grammar  
School, Princeton Avenue, Hopewell, N.J.

Sponsor: Hopewell Township

Federal Funds: \$16,618.00 Sponsor's Contribution: \$480.

Number Employed: Male  
Female 13  
Total 13

This sewing room project for men's, women's, and children's garments etc. was started November 20, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 13 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 9 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	41	Diapers	202
Suits	49	Infant's Bands	72
Dresses	192	Infant's Wrappers	78
Skirts	60	Quilts	4
Blouses	46	Sheets	52
Pants	90	Pillow Cases	90
Shirts	48	Huck Towels	250
Slips	66	Terry Towels	241
Night Garments	64	Miscellaneous	26
Underwear	90		

Total 1761

These garments are distributed according to Federal regulations by an agent appointed by the Sponsor.

SEWING ROOM - BURLINGTON, N.J.

Official Project #65-22-4032

Work Project #1694-7-190

State Serial #7-3-5006

Description & Location: Sewing room, Grange Hall,  
Union and Stacy Strs., Burlington, N.J.

Sponsor: Emergency Relief Administration

Federal Funds: \$16,773. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	<u>22</u>
	Total	22

This Sewing Room project for men's, women's, and children's garments etc. was started November 20, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 22 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 12 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	22	Diapers	691
Suits	85	Infant's Bands	18
Dresses	347	Infant's Wrappers	11
Skirts	28	Quilts	9
Blouses	124	Blankets	2
Shirts	117	Sheets	65
Pants	160	Pillow Cases	17
Slips	75	Huck Towels	234
Night Garments	81	Terry Towels	168
Underwear	123	Miscellaneous	134

Total 2,511

These garments are turned over to the Commodity Distribution Project for distribution according to Federal Regulations.



SEWING ROOM - BORDENTOWN, N.J.

Official Project      #65-22-1848

Work Project          #1695-7-191

State Serial          #7-3-5011

Description & Location:    Sewing room, City Hall,  
Crosswicks St., Bordentown, N.J.

Sponsor:      Emergency Relief Administration and later the  
State Commissioner of Labor

Federal Funds:      \$12,960.      Sponsor's Contribution:      \$2,400.

Number Employed:	Male	
	Female	<u>12</u>
	Total	12

This Sewing Room project for men's, women's, and children's garments etc. was started November 20, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 12 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 10 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	46	Underwear	103
Suits	69	Diapers	204
Dresses	150	Infant's Bands	9
Skirts	35	Infant's wrappers	21
Blouses	83	Sheets	107
Shirts	110	Pillow Cases	148
Pants	178	Huck Towels	144
Slips	96	Terry Towels	84
Night Garments	317	Miscellaneous	42

Total      1946

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - FLORENCE, N.J.

Official Project #65-22-1848

Work Project #1696-7-192

State Serial #7-3-5012

Description & Location! Sewing Room, Florence Recreational  
Building, Front & Iron Streets, Florence

Sponsor: Emergency Relief Administration and later the State  
Commissioner of Labor

Federal Funds: \$9,472. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	<u>12</u>
	Total	12

This Sewing Room project for men's, women's, and children's garments etc. was started November 20, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 12 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 6 treadle sewing machines, one cutting table, one cutting shears and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	22	Underwear	28
Suits	46	Diapers	224
Dresses	184	Infant's Bands	6
Skirts	44	Infant's wrappers	3
Blouses	157	Quilts	2
Shirts	55	Blankets	4
Pants	149	Pillow Cases	36
Slips	14	Terry Towels	60
Night Garments	108	Miscellaneous	18
Total		1160	

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - HAMILTON TOWNSHIP, N.J.

Official Project #65-22-1848

Work Project #1854-7-212

State Serial #7-11-5002

Description & Location: Waverly Place, Hamilton Township  
Trenton, New Jersey, Sewing Room.

Sponsor: Emergency Relief Administration

Federal Funds: \$10,610. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	12
	Total	12

This Sewing Room project for men's, women's, and children's garments etc. was started November 22, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 12 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 6 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	59	Night Garments	103
Suits	72	Underwear	102
Dresses	298	Diapers	72
Skirts	84	Infant's Wrappers	92
Blouses	90	Sheets	52
Shirts	198	Pillow Cases	90
Pants	137	Miscellaneous	165
Slips	98		
Total	1712		

These garments are distributed according to Federal regulations by an agent appointed by the Sponsor.

SEWING ROOM - MT.HOLLY, N.J.

Official Project      #65-22-1848

Work Project            #1962-7-214

State Serial            #7-3-5005

Description & Location:    Sewing Room, Union Fire House,  
Washington St., Mt. Holly, N.J.

Sponsor:    Emergency Relief Administration and later the  
State Commissioner of Labor

Federal Funds:    \$17,053.    Sponsor's Contribution:    \$2,400.

Number Employed:	Male	
	Female	21
	Total	21

This Sewing Room project for men's, women's, and children's garments etc. was started December 4, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 21 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 12 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items were produced:-

Coats	39	Underwear	67
Suits	33	Diapers	245
Dresses	108	Infant's wrappers	43
Skirts	35	Quilts	7
Blouses	39	Sheets	60
Shirts	54	Pillow Cases	67
Pants	56	Fuck Towels	70
Slips	69	Terry Towels	88
Night Garments	91	Miscellaneous	37

Total      1208

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.



SEWING ROOM - PALMYRA, N.J.

Official Project #65-22-5000

Work Project #2176-7-244

State Serial #7-3-5007

Description & Location: Sewing room. Y.M.C.A. Building,  
Broad and Garfield Aves., Palmyra, N.J.

Sponsor: Emergency Relief Administration

Federal Funds: \$9,812.50 Sponsor's Contribution: \$2,400.

Number Employed: Male  
Female 11  
Total 11

This Sewing Room project for men's, women's, and children's garments etc. was started December 23, 1935. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 11 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 6 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	29	Underwear	128
Suits	13	Diapers	523
Dresses	249	Infant's Bands	6
Skirts	17	Infant's wrappers	4
Blouses	43	Sheets	18
Shirts	58	Pillow Cases	36
Pants	30	Huck Towels	104
Slips	160	Terry Towels	79
Night Garments	229		
Total	1726		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - LENOLA, N.J.

Official Project #65-22-5074

Work Project #2528-7-253

State Serial #7-3-5003

Description & Location: Sewing Room, Lenola Community  
House, Moorestown Pike, Lenola, N.J.

Sponsor: Emergency Relief Administration

Federal Funds: \$11,679. Sponsor's Contribution: None

Number Employed:	Male	
	Female	13
	Total	13

This Sewing Room project for men's, women's, and children's garments etc. was started January 20, 1936. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 13 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 7 treadle sewing machines, one cutting table, one cutting shears and one electric iron.

During the period of operation of this project the following items have been produced:-

Suits	32	Underwear	31
Dresses	245	Diapers	360
Skirts	25	Infant's wrappers	38
Blouses	8	Sheets	14
Shirts	13	Pillow Cases	18
Pants	82	Huck Towels	89
Slips	116	Terry Towels	78
Night Garments	66	Miscellaneous	30
Total	1245		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - HIGHTSTOWN, N.J.

Official Project #65-22-1848

Work Project #2529-7-254

State Serial #7-11-5041

Description & Location: Sewing Room, Legion House, Franklin St.,  
Hightstown, N.J.

Sponsor: Emergency Relief Administration, and later the State  
Commissioner of Labor

Federal Funds: \$16,854. Sponsor's Contribution: None

Number Employed:	Male	
	Female	<u>12</u>
	Total	12

This Sewing Room project for men's, women's and children's garments etc. was started January 20, 1936. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 12 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 9 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Suits	27	Night Garments	170
Dresses	170	Underwear	37
Skirts	2	Diapers	355
Blouses	8	Pillow Cases	48
Shirts	110	Terry Towels	24
Pants	158		

Total 1109

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - PRINCETON, N.J.

Official Project #65-22-1848

Work Project #2548-7-255 (Colored) Now Project 7-364

State Serial #7-11-5003

Description & Location: Sewing Room, Y.W.C.A. Witherspoon St.,  
Princeton, New Jersey.

Sponsor: Emergency Relief Administration and later the State  
Commissioner of Labor

Federal Funds: \$10,133. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	<u>10</u>
	Total	10

This Sewing Room Project for men's, women's, and children's garments etc. was started January 28, 1936. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 10 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 6 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Coats	13	Pants	53
Suits	46	Slips	63
Dresses	187	Night Garments	54
Skirts	39	Underwear	89
Blouses	16	Infant's wrappers	30
Shirts	17	Miscellaneous	8
Total	615		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.



SEWING ROOM - PRINCETON, N.J.

Official Project #65-22-1848

Work Project #2549-7-256 Now #7-364

State Serial #7-11-5051 Now #7-11-5064

Description & Location: Sewing Room,  
20 Nassau Street, Princeton, N.J.

Sponsor: Emergency Relief Administration and later the  
State Commissioner of Labor

Federal Funds: \$16,855. Sponsor's Contribution: \$1,800.

Number Employed: Male  
Female 11  
Total 11

This Sewing Room project for men's, women's, and children's garments etc. was started January 29, 1936. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 11 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 9 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:-

Suits	24	Night Garments	115
Dresses	132	Underwear	42
Shirts	36	Diapers	634
Slips	71	Huck Towels	72
Total	1126		

These garments are turned over to the Commodity Distribution Project for distribution according to Federal regulations.

SEWING ROOM - HAMILTON TOWNSHIP, N.J.

Official Project #65-22-1848

Work Project #2557-7-257

State Serial #7-11-5042

Description & Location: Sewing Room, Rowan School,  
Broad and Chambers St., Trenton, N.J.

Sponsor: Emergency Relief Administration

Federal Funds: \$22,683. Sponsor's Contribution: None

Number Employed:	Male	
	Female	22
	Total	22

This Sewing Room project for men's, women's, and children's garments etc. was started January 27, 1936. Sewing is being taught as well as garments being produced. The work is of a continuous nature and employs 22 persons.

Among these are cutters, sewing machine operators, finishers, examiners and pressers under able supervisors. The equipment consists of 12 treadle sewing machines, one cutting table, one cutting shears, and one electric iron.

During the period of operation of this project the following items have been produced:

Suits	27	Slips	28
Dresses	428	Night Garments	72
Skirts	34	Underwear	38
Shirts	54	Diapers	376
Pants	6	Pillow Cases	126
Total	1189		

These garments are distributed according to Federal regulations by an agent appointed by the Sponsor.

SEWING ROOM - PENNSGROVE, N.J.

Official Project      #65-22-1848

Work Project          #8-85

State Serial          #8-17-5003

Description & Location:    Sewing Room, Friendship Station  
                                 Prnns Grove, N.J.

Sponsor:      Emergency Relief Administration

Federal Funds:    \$17,934.      Sponsor's Contribution:    \$3,000.

Number Employed:	Male	1
	Female	<u>21</u>
	Total	22

This project started under W.P.A. on November 25th, 1935, with the following personnel: 19 machine operators, 1 time and material clerk, 1 janitor and a forewoman.

The equipment consists of 10 electric machines, 2 treadle machines, 1 electric scissors and 1 electric iron.

During the period of operation the following articles have been manufactured, collected and distributed to the needy poor.

2283 pieces men's, women's and children's underwear  
1849 pieces men's, women's and children's outerwear  
278 household articles.

Total      4410

These garments have been distributed by the Sponsor.

SEWING ROOM - CAMDEN, N.J.

Official Project      #65-22-1848 ..

Work Project            #8-91

State Serial            #8-4-5047 ..

Description & Location:    Sewing Room,  
                                 417 Walnut St., Camden, N.J.

Sponsor:    Emergency Relief Administration

Federal Funds:    \$21,208.    Sponsor's Contribution:    \$3,000.

Number Employed:	Male	2
	Female	<u>44</u>
	Total	46

This project formerly operated under E.R.A. as Project #4-D1-203. Work started under W.P.A. on November 23rd, 1935, with the following personnel: 2 timekeepers, 2 janitors, 40 operators (machine) and 2 forewomen. This project operates on two-shifts.

The equipment consists of 18 electric machines, 1 electric scissors, and 2 electric irons.

During the period of operation, the following articles have been manufactured, collected and distributed to the needy poor.

2746 pieces men's, women's and children's underwear  
1614 pieces men's, women's and children's outerwear  
1014 household articles.

Total      5374

The Sponsor has distributed these articles.



SEWING ROOM - WOODBURY, N.J.

Official Project #65-22-1848

Work Project #8-96

State Serial #8-8-5007

Description & Location: Sewing room,  
Court House, Woodbury, N.J.

Sponsor: Emergency Relief Administration

Federal Funds: \$13,310. Sponsor's Contribution: \$2,400.

Number Employed:	Male	1
	Female	34
	Total	35

This project was formerly operated under the E.R.A. as Project #8-D1-65 at the above address. The project started under W.P.A. on November 7th, 1935, with the following personnel. 2 time and material clerks, 30 machine operators, and two forewomen, working in two shifts.

The equipment consists of 2 electric machines, 3 treadle machines and 1 electric iron.

During the period of operation the following articles have been manufactured, collected and distributed to the needy poor.

1245 pieces men's, women's and children's underwear  
1213 pieces men's, women's and children's outerwear  
571 household articles

Total 3029

The Sponsor has distributed these articles.

SEWING ROOM - GLASSBORO, N.J.

Official Project #65-22-1848

Work Project #8-97

State Serial #8-8-5008

Description & Location: Sewing Room,  
American Legion Hall, Glassboro, N.J.

Sponsor: Emergency Relief Administration

Federal Funds: \$17,327. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	16
	Total	16

This project was formerly operated under the Emergency Relief Administration #8-D1-63 at the above address. The project started operation under W.P.A. on February 10th, 1936 with the following personnel: 1 time and material clerk, 14 machine operators and a forewoman.

The equipment consists of 3 electric machines, 2 treadle machines, 1 electric iron, and 1 electric scissors.

During the period of operation, the following articles were made, collected and distributed to the needy poor.

1410 pieces men's, women's and children's underwear  
1180 pieces men's, women's and children's outerwear  
290 household articles

Total 2880

These garments have been distributed by Sponsor.

SEWING ROOM - WINSLOW, NEW JERSEY

Official Project      #65-22-3844

Work Project            #8-163

State Serial            #8-4-5083

Description & Location:    Sewing Room  
                                  Borough Hall, Blue Anchor, N.J.

Sponsor:    Winslow Township Committee

Federal Funds:    \$15,333.    Sponsor's Contribution:    None

Number Employed:	Male	1
	Female	<u>9</u>
	Total	10

This project started under W.P.A. on December 4th, 1935, with the following personnel: 8 machine operators, 1 janitor, 1 time and material clerk and a forewoman.

The equipment consists of 5 electric machines, 3 treadle machines, 1 electric iron.

During the period of operation, the following articles have been manufactured, collected and distributed to the needy.

709 pieces men's, women's and children's underwear  
879 pieces men's, women's and children's outerwear  
267 household articles

Total      1855

These garments are distributed by Sponsor.

SEWING ROOM - ELLISBURG, N.J.

Official Project #65-22-3843

Work Project #8-164

State Serial #8-4-5080

Description & Location: Sewing Room, Police Station,  
Marlton Pike, Ellisburg, N.J.

Sponsor: Delaware Township Committee

Federal Funds: \$26,443. Sponsor's Contribution: None

Number Employed:	Male	2
	Female	<u>28</u>
	Total	30

This project opened under W.P.A. on December 3rd, 1935, as a completely negro project. On April 15th, 1936, this project combined with 8-165, the white sewing Project at the same address, both continuing under the number 65-22-3843, Work Project 8-164.

The personnel consists of 26 machine operators, 1 time and material clerk, 1 cutter, 1 janitor, and a forewoman.

The equipment consists of 30 electric machines, 2 treadle machines, 2 electric irons, 2 electric scissors. The extra equipment is utilized by members of the N.Y.A.

1041 pieces men's, women's, and children's underwear  
1298 pieces men's, women's, and children's outerwear  
462 household articles.

Total 2801

These garments were distributed by Sponsor.



SEWING ROOM, CAMDEN, N.J.

Official Project      #65-22-1848

Works Project        #8-166

State Serial          #8-4-5014

Description & Location:    Sewing Room  
   312 West Street, Camden, N.J.

Sponsor:    Emergency Relief Administration

Federal Funds:    \$29,515.    Sponsor's Contribution:    \$1,800.

Number Employed:	Male	3
	Female	<u>55</u>
	Total	58

This project was formerly operated under the Emergency Relief Administration as Project 4-D1-135, at 312 Market Street, Camden. Operation started under W.P.A. at 312 West Street, Camden on November 23rd, 1935, with the same personnel.

There are 51 machine operators, 2 time and material clerks and 2 forewomen, working in two shifts.

The equipment consists of 15 electric machines, 5 treadle machines, 1 electric cutter, 1 electric scissors, 2 electric irons.

During the period of operation, the following articles have been manufactured, collected and distributed to the needy poor.

1157 pieces, men's, women's and children's underwear  
1028 pieces, men's, women's and children's outerwear  
556 household articles.

Total                    2741

The Sponsor distributed these garments.

SEWING ROOM - WESTVILLE, NEW JERSEY

Official Project #65-22-1848

Work Project #8-171

State Serial #8-8-5006

Description & Location: Sewing Room,  
Fire House, Westville, N.J.

Sponsor: Emergency Relief Administration

Federal Funds: \$13,550. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	16
	Total	16

This project was formerly operated under the Emergency Relief Administration, Project 8-D1-120, at the above address. Operations started under W.P.A. on November 27th, 1935, with the following personnel: 14 machine operators, 1 time and material clerk, and a forewoman.

The equipment consists of 6 electric machines, 4 treadle machines, 1 electric scissors and 1 electric iron.

During the period of operation the following articles have been manufactured and distributed to the needy poor.

1371 pieces men's, women's and children's underwear  
1448 pieces men's, women's and children's outerwear  
409 household articles.

Total 3228

The Sponsor distributed these garments.

SEWING ROOM - CAMDEN, N.J.

Official Project      #65-22-1848

Work Project            #8-188

State Serial            #8-4-5001

Description & Location:    Sewing Room, Security Trust Bldg.,  
Camden, New Jersey.

Sponsor:    Emergency Relief Administration

Federal Funds:    \$21,174.    Sponsor's Contribution:    \$3,000.

Number Employed:	Male	1
	Female	24
	Total	25

This project was formerly operated under the Emergency Relief Administration Project #4-D1-166, at 567 Mickle Street. W.P.A. operation started on November 30th, 1935.

The personnel is as follows:    1 forewoman, 1 timekeeper, 1 janitor, and 22 machine operators.

The equipment consists of 10 electric machines, 2 treadle machines, 1 electric scissors and 1 electric iron.

During the period of operation, the following articles have been manufactured, collected and distributed to the needy poor.

659 pieces, men's, women's and children's underwear  
638 pieces, men's, women's and children's outerwear  
421 household articles

Total            1,718

These garments were distributed by Sponsor.

SEWING ROOM - MT. EPHRAIM, N. J.

Official Project #65-22-4425

Work Project #8-192

State Serial #8-4-5098

Description and Location: Sewing Room, Borough Hall, Mt. Ephraim.

Sponsor: Mt. Ephraim Borough Council.

Federal Funds: \$20,687.20      Sponsor's Contribution \$3,580.00

Number Employed:	Male	1
	Female	9
	Total	10

This project was started under W.P.A. on November 29th, 1935, with the following personnel: 7 machine operators, 1 time and material clerk, and 1 janitor.

The equipment consists of 20 electric machines, 2 treadle machines electric scissors and electric iron. The extra machines are being utilized by members of the National Youth Administration.

The following articles have been manufactured during the operation of the project, all of which have been collected and distributed among the needy poor of Mt. Ephraim:

1008	pieces men's, women's and children's underwear.
728	pieces men's, women's and children's outerwear.
48	household articles.
<u>1784</u>	Total

These garments were distributed by the Sponsor.



SEWING ROOM - BLACKWOOD, N. J.

Official Project #65-22-4426

Work Project #8-193

State Serial #8-4-5107

Description and Location: Sewing Room, Blackwood Bakery,  
Black Horse Pike, Blackwood.

Sponsor: Gloucester Township Committee.

Federal Funds: \$21,458.20 Sponsor's Contribution \$600.00

Number Employed:	Male	1
	Female	<u>21</u>
	Total	<u>22</u>

This project was started under W.P.A. on November 27th, 1935 with the following personnel: 19 machine operators, 1 time and material clerk, 1 janitor, under the supervision of 1 forewoman.

The equipment consists of 15 electric machines, 1 electric scissors, 1 electric iron.

During the operation of the project, the following articles have been manufactured, collected and distributed to the needy poor of Gloucester Township:

741	pieces men's, women's and children's underwear
815	pieces men's, women's and children's outerwear
<u>218</u>	<u>household articles</u>
1774	Total

These garments were distributed by the Sponsor.

SEWING ROOM - PITMAN, N. J.

Official Project #65-22-4420

Work Project #8-194

State Serial #8-8-5036

Description and Location: Sewing Room, Itaska Building,  
Pitman.

Sponsor: Pitman Borough Council

Federal Funds: \$23,406.40 Sponsor's Contribution \$240.00

Number Employed:	Male	1
	Female	<u>26</u>
	Total	<u>27</u>

This project started under W.P.A. on November 30th, 1935, with the following personnel: 24 machine operators, 1 time and material clerk, 1 janitor, and a forewoman.

The equipment consists of 25 electric machines, 1 electric iron and 1 electric scissors.

During the operation of the project, the following articles have been manufactured, collected and distributed to the needy poor of Pitman:

735 pieces men's, women's and children's underwear.
624 pieces men's, women's and children's outerwear.
<u>190 household articles.</u>
1549 Total

These garments were distributed by the Sponsor.

SEWING ROOM - WEST BERLIN, N. J.

Official Project #65-22-4428

Work Project #8-196

State Serial #8-4-5111

Description and Location: Sewing Room, School House,  
West Berlin.

Sponsor: West Berlin Township Committee

Federal Funds: \$25,931.80 Sponsor's Contribution \$180.00

Number Employed:	Male	1
	Female	<u>11</u>
	Total	12

This project was started under W.P.A. on November 27th, 1935 with the following personnel: 9 machine operators, 1 time and material clerk, 1 janitor, and a forewoman.

The equipment consists of 15 treadle machines.

During the operation of the project, the following articles were made, collected and distributed to the needy poor of West Berlin Township:

528 pieces men's, women's and children's underwear
723 pieces men's, women's and children's outerwear
<u>122 household articles</u>
1373 Total

The sponsor has distributed these garments.

SEWING ROOM - GLOUCESTER CITY, N. J.

Official Project #65-22-4423

Work Project #8-211

State Serial #8-4-5090

Description and Location: Sewing Room, 25-27 N. Burlington  
Street, Gloucester City, N. J.

Sponsor: Gloucester City Council

Federal Funds: \$69,648.00 Sponsor's Contribution: \$840.00

Number Employed:	Male	3
	Female	<u>81</u>
	Total	84

This sewing room started under W.P.A. on November 27th, 1935, with 50 machine operators, 3 cutters, 2 time and material clerks, 1 practical nurse, 2 janitors, 1 messenger, and 1 forewoman.

On the same date, Project #8-189, consisting of 25 elderly women under the supervision of a forewoman, opened in the same building. Project #8-189 was started for the purpose of employing physically handicapped women to process scraps into rag rugs, patch work quilts, etc. from scraps of material. The 9 x 12 rug exhibited at the Pageant in Convention Hall, April 15th, 1936, was made by the women on this project.

On March 27th, 1936, Project #8-211 and 8-189 were consolidated under one number 8-211.

The equipment consists of 50 electric sewing machines, 5 treadle machines, 3 electric scissors, and 3 electric irons.

During the period of operation the following articles of clothing and household accessories have been manufactured and delivered to the needy poor of Gloucester City:

657 Rag rugs
87 Patch work quilts
50 Patch work pillows
2654 pieces of men's, women's, and children's underwear
<u>1604</u> pieces of men's, women's, and children's outerwear
<u>5052</u> Total

These garments were distributed by the Sponsor.



SEWING ROOM - PINE HILL, N. J.

Official Project #65-22-4961

Work Project #8-213

State Serial #8-4-5101

Description and Location: Sewing Room, Erial Road, Pine Hill.

Sponsor: Pine Hill Borough Council

Federal Funds: \$20,687.20 Sponsor's Contribution: \$580.00

Number Employed:	Male	1
	Female	27
	Total	28

This project was started under W.P.A. on November 29th, 1935 with the following personnel: 25 machine operators, 1 time and material clerk, 1 janitor, and a forewoman.

The equipment consists of 15 electric machines, 5 treadle machines 1 electric iron, and 1 electric scissors.

During the period of operation the following articles have been manufactured, collected and distributed to the needy poor of Pine Hill:

1225	pieces men's, women's and children's underwear
851	pieces men's, women's and children's outerwear
280	household articles.
<u>2356</u>	Total

These garments were distributed by the Sponsor.

SEWING ROOM - RUNNEMEDE, N. J.

Official Project #65-22-4897

Work Project #8-216

State Serial #8-4-5093

Description and Location: Sewing Room, American Legion Hall,  
Runnemede, N. J.

Sponsor: Runnemede Borough Council

Federal Funds: \$23,545.00 Sponsor's Contribution: \$840.00

Number Employed:	Male	2
	Female	<u>19</u>
	Total	<u>21</u>

This project was started under W.P.A. on November 29th, 1935, with the following personnel: 17 machine operators, 1 time and material clerk, 1 janitor, 1 cutter, and 1 forewoman.

The equipment consists of 22 electric machines, 1 electric scissors, and 1 electric iron.

During the period of operation the project has manufactured the following articles, which have been collected and distributed to the needy poor of Runnemede by the Sponsor:

946	pieces men's, women's and children's underwear
475	pieces men's, women's and children's outerwear
<u>192</u>	household articles
<u>1613</u>	Total

SEWING ROOM - MERCHANTVILLE, N. J.

Official Project #65-22-4898

Work Project #8-217

State Serial #8-4-5094

Description and Location: Sewing Room, Merchantville  
Nataatorium, Merchantville, N.J.

Sponsor: Pennsauken Township Committee

Federal Funds: \$69,648.00 Sponsor's Contribution: \$840.00

Number Employed:	Male	3
	Female	<u>81</u>
	Total	<u>84</u>

This project opened under W.P.A. on November 30th, 1935, with the following personnel: 60 machine operators, 2 cutters, 2 janitors, 2 clerks, 5 floorwomen, 1 practical nurse, and 1 forewoman.

The equipment consists of 40 electric machines, 10 treadle machines, 3 electric irons, and 3 electric scissors.

During the period of operation the following articles have been made, collected and distributed to the needy poor of Pennsauken Township by the Overseer of the Poor:

1161 pieces men's, women's and children's underwear
945 pieces men's, women's and children's outerwear
<u>560 household articles.</u>
2666 Total

This Sewing Room was visited in the District Tour of Freeholders, Mayors, and officials organized by Mr. Henry Young, Director of District #8.

SEWING ROOM - THOROFARE, N. J.

Official Project #65-22-4930

Work Project #8-218

State Serial #8-8-5042

Description and Location: Sewing Room, Borough Hall,  
Thorofare, N. J.

Sponsor: West Deptford Township Committee

Federal Funds: \$37,892.65 Sponsor's Contribution: \$360.00

Number Employed:	Male	2
	Female	<u>29</u>
	Total	<u>31</u>

This project was started under W.P.A. on November 30th, 1935, with the following personnel: 1 janitor, 1 watchman, 1 cutter, 1 time and material clerk, 26 machine operators, and a forewoman.

The equipment consists of 30 electric machines, 12 treadle machines, 1 electric scissors, and 1 electric iron. The extra machines are being used by members of the National Youth Administration.

During the period of operation, the following articles have been made, collected and distributed to the needy poor of West Deptford Township:

824 pieces, men's, women's and children's underwear
1244 pieces, men's, women's and children's outerwear
<u>152 household articles</u>
2220 Total

Garments on this project were distributed by the Sponsor.



SEWING ROOM - WILLIAMSTOWN, N. J.

Official Project #65-22-4955

Work Project #8-219

State Serial #8-8-5046

Description and Location: Sewing Room, Municipal Bldg.,  
Williamstown, N. J.

Sponsor: Williamstown Borough Council

Federal Funds: \$22,183.40 Sponsor's Contribution: \$240.00

Number Employed:	Male	1
	Female	<u>30</u>
	Total	<u>31</u>

This project was started under W.P.A. on November 29th, 1935, with the following personnel: 27 machine operators, 1 time and material clerk, 1 cutter, 1 janitor, and 1 forewoman.

The equipment consists of 20 electric machines, 1 electric scissors, and 1 electric iron.

During the period of operation this project has made the following articles, which have been collected and distributed to the needy poor of Monroe Township by the local Chapter of the Red Cross, the distributor authorized by the Sponsor:

1624	pieces men's, women's and children's underwear
1306	pieces men's, women's and children's outerwear
<u>402</u>	household articles
3332	Total

SEWING ROOM - BERLIN, N. J.

Official Project #65-22-4957

Work Project #8-220

State Serial #8-4-5100

Description and Location: Sewing Room, Rich Avenue, Park  
Entrance, Berlin, N. J.

Sponsor: Berlin Borough Council

Federal Funds: \$15,188.80 Sponsor's Contribution: \$600.00

Number Employed:	Male	1
	Female	<u>10</u>
	Total	<u>11</u>

This project was started under W.P.A. on December 20th, 1935, with the following personnel: 8 machine operators, 1 time and material clerk, 1 janitor, and 1 forewoman.

The equipment consists of 5 electric machines, 3 treadle machines, 1 electric scissors, and 1 electric iron.

During the period of operation the project has made the following articles, which have been collected and distributed to the needy poor of Berlin Borough by the local chapter of the Red Cross, the distributor authorized by the Sponsor:

462	pieces men's, women's and children's underwear
647	pieces men's, women's and children's outerwear
<u>21</u>	household articles
1130	Total

SEWING ROOM - STRATFORD, N. J.

Official Project #65-22-4954

Work Project #8-221

State Serial #8-4-5095

Description and Location: Sewing Room, American Legion Hall,  
Stratford, N. J.

Sponsor: Laurel Springs Borough Council

Federal Funds: \$40,744.00 Sponsor's Contribution: \$720.00

Number Employed:	Male	2
	Female	<u>22</u>
	Total	<u>24</u>

This project was started under W.P.A. on December 19th, 1935, with a personnel of 20 machine operators, 1 time and material clerk, 1 janitor, 1 night watchman, and 1 forewoman. The machine operators have been drawn from relief rolls from Stratford and the adjoining boroughs of Somerdale and Laurel Springs.

The equipment consists of 30 electric machines, 2 treadle machines, 1 electric scissors, and 1 electric iron. The extra machines are being utilized by N.Y.A. girls.

During the period of operation the following articles have been made, collected and distributed to the needy poor of Stratford, Somerdale, and Laurel Springs by the Overseers of the Poor of these boroughs:

1448	pieces men's, women's, and children's underwear
1037	pieces men's, women's, and children's outerwear
<u>82</u>	household articles
2567	Total

SEWING ROOM - OAKLYN, N. J.

Official Project #65-22-4959

Work Project #8-222

State Serial #8-4-5116

Description and Location: Sewing Room, Fire House, White  
Horse Pike & Clinton Avenue,  
Oaklyn, N. J.

Sponsor: Oaklyn Borough Council

Federal Funds: \$13,045.00 Sponsor's Contribution: \$240.00

Number Employed:	Male	3
	Female	<u>13</u>
	Total	26

This project was started under W.P.A. on December 18th, 1935, with the following personnel: 11 machine operators, 1 time and material clerk, 1 janitor, and 1 forewoman.

The equipment consists of 8 electric machines, 1 electric scissors and 1 electric iron.

During the period of operation the following articles have been made, collected and distributed to the needy poor of Oaklyn by the Overseer of the Poor:

471	pieces men's, women's and children's underwear
480	pieces men's, women's and children's outerwear
<u>150</u>	household articles
1101	Total



SEWING ROOM - COLLINGSWOOD, N. J.

Official Project #65-22-4958

Work Project #8-233

State Serial #8-4-5121

Description and Location: Sewing Room, Borough Hall,  
Collingswood, N.J.

Sponsor: Collingswood Borough Council

Federal Funds: \$15,776.60 Sponsor's Contribution: \$240.00

Number Employed:	Male	1
	Female	<u>16</u>
	Total	<u>17</u>

This project was started under W.P.A. on December 9th, 1935, with the following personnel: 14 machine operators, 1 time and material clerk, and 1 forewoman.

The equipment consists of 5 electric machines, 5 treadle machines, 1 electric scissors, and 1 electric iron.

During the period of operation, the following articles have been made, collected and distributed to the needy poor of Collingswood by the Overseer of the Poor in conjunction with the local Chapter of the Red Cross, also designated officially by the Sponsor:

1009	pieces men's, women's and children's underwear
1523	pieces men's, women's and children's outerwear
<u>200</u>	household articles
2732	Total

SEWING ROOM - AUDUBON, N. J.

Official Project #65-22-4926

Work Project #8-224

State Serial #8-4-5106

Description & Location - School #1, Oakland Ave., Audubon

Sponsor - Audubon Borough Council

Federal Funds \$19,349.80 Sponsor's Contribution \$240

Number Employed:	Male	1
	Female	<u>19</u>
	Total	<u>20</u>

This project was started under W.F.A. on December 9th, 1935, with the following personnel: 1 janitor, 1 time and material clerk, 17 machine operators, and a forewoman.

The equipment consists of 15 electric machines, 1 electric iron and 1 electric scissors.

During the period of operation, the following articles have been made, collected and distributed to the needy poor.

485 pieces men's, women's & children's underwear
477 pieces men's, women's & children's outerwear
220 household articles
<u>1,182</u> - Total

Garments on this project were distributed by Sponsor.

SEWING ROOM - ATCO, N.J.

Official Project #65-22-4921

Work Project #8-225

State Serial #8-4-5115

Description & Location - Sewing room, Jack Rogn's Garage, Atco.

Sponsor - Waterford Township Committee

Federal Funds \$18,673.80 Sponsor's Contribution \$170

Number Employed:	Male	1
	Female	<u>11</u>
	Total	<u>12</u>

This project was started under W.P.A. on December 20th, 1935, with the following personnel: 9 machine operators, 1 time and material clerk, 1 janitor, under the supervision of Mrs. Marian Pitman, forewoman.

The equipment consists of 18 treadle machines, 1 electric iron, 1 electric scissors.

During the period of operation the following articles have been made, collected by and distributed to the needy poor of Waterford Township by the Overseer of the Poor.

827	pieces men's, women's & children's underwear
787	pieces men's, women's & children's outerwear
124	household articles
1,738	

SEWING ROOM - HADDONFIELD, N. J.

Official Project #65-22-4922

Work Project #8-229

State Serial #8-4-5118

Description & Location - Sewing Room, Fire House,  
7 Haddon Ave., Haddonfield

Sponsor - Haddonfield Borough Council

Federal Funds \$27,300 Sponsor's Contribution \$600

Number Employed: Male 1  
Female 19  
Total 20

This project started under W.P.A. on Dec. 17, 1935.

The personnel consists of 17 machine operators, 1 time and material clerk and one janitor, under the supervision of Mrs. Sara Gardner, forewoman.

The equipment consists of 20 electric machines, 2 treadle machines, 1 electric iron and 1 electric scissors.

During the period of operation the following articles have been made, collected and distributed to the needy poor of Haddonfield by the Overseer of the Poor in conjunction with the Haddonfield Loving Service, also officially designated by the sponsor.

728 pieces men's, women's & children's underwear  
1,004 pieces men's, women's & children's outerwear  
67 household articles  
1,799 - Total



SEWING ROOM - FRANKLINVILLE, N. J.

Official Project #65-22-5909

Work Project #8-244

State Serial #8-8-5029

Description & Location - Sewing room, Swedesboro Rd.,  
Franklinville

Sponsor - Franklin Township Committee

Federal Funds \$16,024.40 Sponsor's Contribution \_\_\_\_\_

Number Employed:	Male	1
	Female	<u>11</u>
		<u>12</u>

This project was started under W.P.A. on February 25th, 1936 with the following personnel: 1 janitor, 1 time and material clerk, 9 machine operators, and a forewoman. The extra machines are being utilized by members of the N.Y.A.

The equipment consists of 20 electric machines, 1 electric scissors, 1 electric iron.

During the period of operation the following articles have been made, collected and distributed to the needy poor of Franklin Township.

468 pieces men's, women's & children's underwear
453 pieces men's, women's & children's outerwear
28 household articles
<u>949</u> - Total

Garments on this project were distributed by Sponsor.

SEWING ROOM - LAWNSIDE, N.J.

Official Project #65-22-5024

Work Project #8-251

State Serial #8-4-5054

Description & Location - Sewing Room, School House, Lawnside

Sponsor - Lawnside Borough Council

Federal Funds \$26,330.15

Sponsor's Contribution \$26,330.15

Number Employed:	Male	2
	Female	28
	Total	<u>30</u>

This project was started under W.P.A. on January 29th, 1936. The personnel of this project is entirely negro, Lawnside being a negro community. The workers are as follows: 26 machine operators, 2 time and material clerks and one janitor, under the supervision of Mrs. Mary Willis and Miss Dora Bryant, forewoman. The project operates on a double shift.

The equipment on the project consists of 10 electric machines, 10 treadle machines, 1 electric scissors and one electric iron.

During the period of operation, the project has manufactured the following articles, which have been received and distributed to the needy poor of Lawnside by the local chapter of the Red Cross, the sponsor's officially designated distributor.

572	pieces of men's, women's & children's underwear
352	pieces of men's, women's & children's outerwear
120	household articles
<u>1,044</u>	- Total

SEWING ROOM - WESTMONT, N.J.

Official Project      #65-22-4997

Work Project            #8-252

State Serial            #8-4-5177

Description & Location:    Sewing Room,  
                                     Holy Name School,  
                                     Westmont, N.J.

Sponsor:      Haddon Township Committee

Federal Funds:      \$22,519.45      Sponsor's Contribution:      \$600.

Number Employed:	Male	1
	Female	<u>19</u>
	Total	20

This sewing room was started under W.P.A. on Jan. 27, 1936. It employs seventeen machine operators, 1 time and material clerk and one janitor under the supervision of Mrs. Janet Murphy, forewoman.

The equipment consists of ten electric machines, 10 treadle machines, 1 electric scissors and 1 electric iron.

During the period of operation the following articles have been made and distributed to the needy poor of Haddon Twp. by the Overseer of the Poor.

497 pieces men's, women's and children's underwear.  
521 pieces men's, women's and children's outerwear.  
82 household articles.





SEWING ROOM - BELLMAWR, N. J.

Official Project #65-22-4996

Work Project #8-253

State Serial #8-4-5119

Description & Location - Sewing room, Black Horse Pike,  
Bellmawr

Sponsor - Bellmawr Borough Council

Federal Funds \$11,133.60 Sponsor's Contribution \$240

Number Employed	Male	1
	Female	<u>11</u>
	Total	<u>12</u>

This project was started under W.P.A. on January 28th, 1936, with the following personnel: 9 machine operators, 1 time and material clerk, 1 janitor, and a forewoman.

The equipment consists of 4 electric machines, 4 treadle machines, 1 electric scissors, and 1 electric iron.

During the period of operation the following articles have been made, collected and distributed to the needy poor of Bellmawr.

518 pieces men's, women's & children's underwear
300 pieces men's, women's & children's outerwear
<u>60</u> household articles
878 - Total

These garments were distributed by Sponsor.

SEWING ROOM - CAMDEN, N. J.

Official Project #65-22-1848

Work Project #8-257

State Serial #8-4-5002

Description & Location - Sewing Room, 301 Federal Street, Camden

Sponsor - State Emergency Relief Administration, and later  
State Dept. of Labor

Federal Funds \$21,223 Sponsor's Contribution \$3,010

Number Employed:	Male	1
	Female	22
	Total	<u>23</u>

This sewing room was formerly operated by the Emergency Relief Administration as Project 4-D1-200, at 2727 High Street, Camden, New Jersey. Under W.P.A. the project started operations on February 25th, 1936, with E.R.A. as sponsor. This sponsorship has now been changed to the State Dept. of Labor.

The personnel consisted of nineteen machine operators, 1 cutter, 1 time and material clerk and one janitor under the supervision of Miss Ida Mann, forewoman.

The equipment consists of 10 electric machines, 10 treadle machines, 1 electric scissors and 1 electric iron.

The finished garments are collected and distributed by the Federal Commodity Distribution Project according to Federal regulations.

During the period of operation the following articles have been manufactured:

1748	pieces men's, women's & children's underwear
1172	pieces men's, women's & children's outerwear
89	household articles
<u>3009</u>	- Total

SEWING ROOM - LINDENWOLD, N. J.

Official Project #65-22-4995

Work Project #8-258

State Serial #8-4-5091

Description & Location - Sewing room, Forrester's Hall,  
Lindenwold, N. J.

Sponsor - Lindenwold Borough Council

Federal Funds \$37,443.60 Sponsor's Contribution \$660

Number Employed:	Male	3
	Female	27
	Total	<u>30</u>

This project was started under W.P.A. on February 6th, 1936, with the following personnel: 1 cutter, 1 janitor, 1 watchman, 25 machine operators, 1 time and material clerk, and a forewoman.

The equipment consists of 10 electric machines, 15 treadle machines, 1 electric scissors and 1 electric iron.

During the period of operation, the following articles have been made, collected and distributed to the needy poor of Lindenwold.

952 pieces men's, women's & children's underwear
627 pieces men's, women's & children's outerwear
50 household articles
<u>1,629</u> - Total

The Sponsor distributed these garments.

SEWING ROOM - CLEMENTON, N. J.

Official Project #65-22-5249

Work Project #8-259

State Serial #8-4-5092

Description & Location - McClernan Bldg., (Sewing room),  
Clementon

Sponsor - Clementon Borough Council

Federal Funds \$22,885 Sponsor's Contribution \$1,500

Number Employed:	Male	1
	Female	<u>11</u>
	Total	<u>12</u>

This project was started under W.P.A. on February 27th, 1936, with the following personnel: 9 machine operators, 1 time and material clerk, 1 janitor, and a forewoman.

The equipment consists of 15 electric machines, 5 treadle machines, 1 electric scissors, 1 electric iron.

During the period of operation, the following articles have been made, collected and distributed to the needy poor of Clementon.

419 pieces, men's, women's and children's underwear
222 pieces, men's, women's and children's outerwear
78 household articles
<u>719</u> - Total

The Sponsor distributed these garments.



SEWING ROOM - NATIONAL PARK, N. J.

Official Project #65-22-5161

Work Project #8-261

State Serial #8-8-5038

Description & Location: Sewing Room, 4th & Columbia Blvd.,  
National Park.

Sponsor: National Park Borough Council.

Federal Funds \$31,310.10

Sponsor's Contribution \$720.00

Number Employed	Male	2
	Female	<u>21</u>
	Total	23

This project was started under W.P.A. on March 2nd, 1936, with the following personnel: 1 janitor, 1 night watchman, 1 cutter, 1 time and material clerk, 18 machine operators, and a forewoman.

The equipment consists of 20 electric machines, 5 treadle machines, 1 electric scissors and 1 electric iron.

During the period of operation the following articles have been made, collected and distributed to the needy poor of National Park.

473 pieces, men's, women's & children's underwear
803 pieces, men's, women's & children's outerwear
<u>208</u> household articles.
1484 Total

These garments were distributed by the Sponsor.

SEWING ROOM - BLACKWOOD TERRACE, N. J.

Official Project #65-22-5739

Work Project #8-262

State Serial #8-8-5041

Description & Location: Sewing room, Hurffville Road,  
Blackwood Terrace, N. J.

Sponsor: Deptford Township Committee

Federal Funds \$56,553.00      Sponsor's Contribution \$960.00

Number Employed	Male	1
	Female	<u>30</u>
	Total	<u>31</u>

This project was started under W.P.A. on March 3rd, 1936 with the following personnel: 1 janitor, 1 cutter, 1 time and material clerk, 27 machine operators, and a forewoman.

The equipment consists of 15 electric machines, 5 treadle machines, 1 electric scissors and 1 electric iron.

During the period of operation the following articles have been made, collected and distributed to the needy poor of Deptford Township.

560	pieces men's, women's & children's underwear
339	pieces men's, women's & children's outerwear
<u>220</u>	household articles.
1119	Total

These garments were distributed by the Sponsor.

SEWING ROOM - MANTUA, N. J.

Official Project #65-22-5197

Work Project #8-279

State Serial #8-9-5039

Description & Location: Sewing room, Fire House Mantua.

Sponsor: Mantua Township Committee

Federal Funds \$17,234.40      Sponsor's Contribution \$480.00

Number Employed	Male	1
	Female	<u>16</u>
	Total	17

This project was started under W.P.A. on February 26th, 1936 with the following personnel: 14 machine operators, 1 time and material clerk, 1 janitor, and a forewoman.

The equipment consists of 15 electric machines, 6 treadle machines, 1 electric scissors, and 1 electric iron.

During the period of operation, the following articles have been made, collected and distributed to the needy of Mantua.

552 pieces men's, women's & children's underwear
553 pieces men's, women's & children's outerwear
<u>280 household articles.</u>
1385 Total

These garments were distributed by the Sponsor.

SEWING ROOM - GLASSBORO, N.J.

Official Project      #65-22-5076

Work Project          #8-280

State Serial          #8-8-5045

Description & Location:    Sewing Room, 67 South  
Academy St., Glassboro, N.J.

Sponsor:      Glassboro Borough Council

Federal Funds:      \$17,784.65      Sponsor's Contribution:      \$240.00

Number Employed:      Male      2  
                                 Female      23  
                                 Total      25

This project was started under W.P.A. on March 23rd, 1936, with the following personnel: 20 machine operators, 1 time and material clerk, 1 cutter and 1 janitor.

The equipment consists of 10 electric machines, 5 treadle machines, 1 electric scissors, 1 electric iron.

During the period of operation of the project, the following articles have been made and collected, and then distributed to the needy poor of Glassboro by the Overseer of the poor:

521 pieces men's, women's and children's underwear  
162 pieces men's, women's and children's outerwear  
14 household articles.



SEWING ROOM - PAULSBORO, N. J.

Official Project #65-22-5160

Work Project #8-282

State Serial #8-8-5049

Description & Location - American Legion Hall, Paulsboro

Sponsor - Paulsboro Borough Council

Federal Funds \$30,110.10 Sponsor's Contribution \$720

Number Employed:	Male	1
	Female	<u>31</u>
	Total	<u>32</u>

This project opened under W.P.A. on February 10th, 1936, with the following personnel: 1 cutter, 1 time and material clerk, 1 janitor, 28 machine operators, and a forewoman.

The equipment consists of 15 electric machines, 5 treadle machines, 1 electric scissors and 1 electric iron.

During this period of operation the following articles have been made, collected by the Overseer of the Poor and distributed to the needy.

922 pieces men's, women's & children's underwear
873 pieces men's, women's & children's outerwear
217 household articles
<u>2,012</u> - Total

These garments were distributed by the Sponsor.

SEWING ROOM - ALLOWAY, N. J.

Official Project #65-22-1848

Work Project #8-283

State Serial #8-17-5005

Description & Location - Quilt Factory, Couch's Store,  
Alloway, N. J.

Sponsor - State Emergency Relief Administration

Federal Funds \$14,174.00 Sponsor's Contribution \$780.00

Number Employed - Male	1
Female	<u>19</u>
Total	20

This project opened under W.P.A. on March 16th, 1936, with the following personnel: 17 quilt makers, 1 time and material clerk, 1 janitor, and a forewoman.

The equipment consists of 2 electric machines, 15 quilting frames and 1 electric iron.

During the period of operation 175 cotton comforters have been made and distributed to the needy.

These comforters are distributed by the sponsor.

SEWING ROOM - WOODSTOWN, N. J.

Official Project #65-22-5090

Work Project #3-284

State Serial #3-17-5008

Description & Location - Sewing Room, Borough Hall, Woodstown

Sponsor - Woodstown Borough Council

Federal Funds \$26,963. Sponsor's Contribution \$480.00

Number Employed - Male	1
Female	20
Total	21

This sewing room, started under W.P.A. on Feb. 17, 1936. The work is of a continuous nature. It employs 19 sewing machine operators, one time and material clerk, and one janitor, under the supervision of Mrs. Elizabeth Cook, forewoman.

The equipment consists of 14 elec. sewing machines, 5 treadle machines, electric scissors and electric iron.

During the period of four months that this project has been in operation great progress has been made, culminating in a pageant and fashion show held in the Borough Hall on the evening of May 20th. This event was organized by the Mayor and Council of Woodstown, and was a concrete example of the splendid feeling and cooperation that exists in the community between the W.P.A. and the sponsors.

To date the following articles have been manufactured, pressed, and distributed to the needy poor of the community by the Overseer of the Poor.

1620	pieces of Men's, women's & children's Underwear
370	pieces of men's, women's & children's outerwear
84	household articles
<u>2074</u>	Total

SEWING ROOM - MAGNOLIA, N. J.

Official Project #65-22-4419

Work Project #8-295

State Serial #8-4-5052

Description & Location - Sewing Room, Borough Hall, Magnolia

Sponsor - Magnolia Borough Council

Federal Funds \$24,651 Sponsor's Contribution None

Number Employed:	Male	1
	Female	<u>17</u>
	Total	<u>18</u>

This sewing room was started under W.P.A. on February 24th, 1936.

The personnel consists of fifteen machine operators, one time and material clerk and one janitor under the supervision of Mrs. Jennie Bigley, forewoman.

The equipment consists of 10 electric machines, 5 treadle machines, 1 electric scissors and one electric iron.

During the period of operation the project has produced the following articles, which have been distributed to the needy poor of the Borough of Magnolia by the Overseer of the Poor:

429	pieces men's, women's & children's underwear
670	pieces men's, women's & children's outerwear
82	household articles
1,181	- Total



SEWING ROOM - ATLANTIC CITY, N. J.

Official Project #65-22-1848

Work Project #9-53

State Serial #9-1-5011

Description & Location - Baby Layette Shop, 2520 Atlantic Avenue, Atlantic City, N. J.

Sponsor - State Emergency Relief Administration

Federal Funds \$27,797.25 Sponsor's Contribution \$8,400

Number Employed:	Male	2
	Female	52
	Total	54

This sewing room specializes in baby layette sets, and also makes garments for children up to ten years of age as well as various miscellaneous articles. It started operation November 1st, 1935, and the work is of a continuous nature, employing 54 persons.

Among these are cutters, seamstresses, two pressers, and two janitors. The equipment consists of ten electric sewing machines and ten treadle machines, two electric pressing irons.

This shop is divided into two shifts working five hours per day, six days per week.

During the period of operation of the Project:

249 Layettes	55 Caps	335 Dresses
2,866 Pillow cases	127 Mittens	29 Boys suits
1,812 Sheets	450 Booties	200 Dress pants
176 Toys	598 Panties	186 Gertrudes
26 Laundry bags	52 Blankets	13 Sun suits
5 Aprons	10 Hats	537 Buntings
12 Quilts	54 Snacks	74 Rompers
443 Bibs	22 Wrappers	77 Diapers
3 Rugs	89 Nightgowns	8,562 - Total
33 Helnets	29 Bunting sacks	

were made, pressed, sorted as to size, packed in bundles and collected.

SEWING ROOM - PLEASANTVILLE, N.J.

Official Project #65-22-1848

Works Project #9-67

State Serial #9-1-5019

Description & Location - Sewing Room, Decatur Avenue School,  
Pleasantville

Sponsor - State Emergency Relief Administration

Federal Funds \$16,243.00 Sponsor's Contribution \$3,000.

Number Employed: Male 2  
Female 44  
Total 46

The women on this project are engaged in making garments for men, women and children. It was started under the W.P.A. on November 1st, 1935. The work is of a continuous nature and employs 46 persons; among whom are two foreladies, two cutters, two janitors and 40 sewers.

The equipment consists of five electric and seven treadle sewing machines and one electric pressing iron.

This project is working double shift of five hours per day, six days per week and during the period of operation, the following articles were made, pressed, sorted as to size, packed, labeled, and collected:

99 Pants	211 Towels
377 Underwear	37 Rag Rugs
99 Shirts	223 Diapers
189 Suits	36 Sheets
39 Coats	16 Quilts
68 Pajamas	33 Ladies' suits
115 Blouses	18 Neckties
38 Skirts	47 Baby's garments
20 Hats	40 Pot holders
723 Dresses	<u>2428</u> Total

These garments were distributed by the sponsor.

SEWING ROOM - PLEASANTVILLE, N.J.

Official Project #65-22-1848

Works Project #9-68

State Serial #9-1-5017

Description & Location - Sewing Room, 310 West Wright Street,  
Pleasantville.

Sponsor - State Emergency Relief Administration

Federal Funds \$16,387.00 Sponsor's Contribution \$3,000.00

Number employed:	Male	2
	Female	41
	Total	43

The women on this project are engaged in making garments for men, women and children. The project was started under the W.P.A. on November 11th, 1935. The work is of a continuous nature and employs 43 persons, among whom are two foreladies, one cutter, two janitors, and 38 sewers.

The equipment consists of three electric and twelve treadle machines, and one electric pressing iron.

This room is working double shift of five hours per day, six days per week, and during the period of operation, the following articles have been made, pressed, sorted as to size, packed in bundles and collected:

22 baby garments	12 skirts
395 dresses	39 blouses
29 coats	8 overalls
73 nightgowns	34 pajamas
172 underwear	17 shirts
24 play suits	44 towels
13 pants	66 diapers
4 ladies' suits	3 quilts
	<u>955</u> Total

The sponsor has distributed these garments.

SEWING ROOM - ATLANTIC CITY, N. J.

Official Project #65-22-1848

Works Project #9-69

State Serial #9-1-5067

Description & Location - West Side All Wars Memorial Building,  
Sewing Room.  
Adriatic and New York Avenue,  
Atlantic City, N. J.

Sponsor - State Emergency Relief Administration

Federal Funds \$20,544.00      Sponsor's Contribution \$3,600.00

Number Employed - Male -  
Female 43  
Total 43

The women on this project are engaged in making garments for men, women and children. The work is of a continuous nature employing forty-four persons. The work was started under the W.P.A. on November 12th, 1935, among the workers two foreladies, two cutters, one janitor, one janitress and thirty-seven sewers.

The equipment consists of four electric and sixteen treadle sewing machines, and one electric pressing iron.

This project is working double shift of five hours per day, six days per week and during the period of operation have made, pressed, sorted as to size, packed in bundles for collection, the following articles:

583 Dresses	73 Play suits
334 Underwear	50 Overalls
29 Nightgowns	189 Towels
76 Pajamas	128 Diapers
11 Coats	11 Rompers
61 Shirts	4 Rag rugs
31 Boy's suits	46 Smocks
49 Pants	17 Potholders
22 Skirts	24 Women's & Girls' Suits
31 Blouses	<u>1769</u> Total

The sponsor has distributed these garments.



SEWING ROOM - POMONA, N. J.

Official Project #65-22-3681

Works Project #9-85

State Serial #9-1-5076

Description & Location - Sewing Room, Pomona School, Pomona  
Galloway Township, N. J.

Sponsor - Township Committee of Galloway Township

Federal Funds \$17,698.00

Sponsor's Contribution \$3,405.60

Number Employed: Male -  
Female 23  
Total 23

The women on this project are engaged in making garments for men, women, and children. This sewing room was started under the W.P.A. on November 15th, 1936, and the work is of a continuous nature employing 23 persons; namely, one forelady, one cutter, 22 sewers.

The equipment consists of five electric, and 15 treadle sewing machines, and one electric pressing iron.

This project is working six hours per day, five days per week, and during the period of operation has made, pressed, sorted as to size, packed and distributed by the agent appointed by the Township Committee to the unemployables and needy poor of this community:

102 pillow cases	42 suits
365 towels	12 aprons
347 diapers	10 skirts
39 baby garments	14 blouses
42 Sun suits	115 pajamas
792 Dresses	66 overalls
399 Underwear	<u>127</u> Knickers
135 Shirts	<u>2607</u> Total

SEWING ROOM - WILDWOOD

Official Project #65-22-1848

Works Project #9-87

State Serial #9-5-5004

Description & Location: Sewing Room, 3900 Arctic Ave., Wildwood

Sponsor: State Emergency Relief Administration

Federal Funds \$10,251.00 Sponsor's Contribution \$2,400.00

Number Employed	Male	0
	Female	<u>26</u>
	Total	26

The women on this project are engaged in making garments for men, women and children. The project was started under the W.P.A. on November 22nd, 1935 and the work is of a continuous nature and employs 26 women. Among whom are two forcladies and 24 sewers.

The equipment consists of three electric and three treadle sewing machines and one electric pressing iron. This project is working double shift of five hours per day, six days per week.

During the period of operation the following articles were made, pressed, sorted as to size, packed in bundles, and collected:

24	Towels
63	Nightgowns
33	Pajamas
371	Underwear
92	Boys & men's suits
13	Babies' bibs
491	Dresses
12	Skirts
30	Blouses
143	Shirts
35	Coats
56	Knickers
74	Diapers
22	Ladies' suits
20	Hats
14	Overalls
17	Aprons
<u>35</u>	Dust caps
1,545	Total

SEWING ROOM - CAPE MAY, N. J.

Official Project #65-22-1848

Work Project #9-88

State Serial #9-5-5005

Description & Location - Sewing Room, 1134 Washington Street,  
Cape May

Sponsor - State Emergency Relief Administration

Federal Funds \$10,251 Sponsor's Contribution \$2,400

Number Employed:	Male	
	Female	26
	Total	26

This project was started under the W.P.A. on November 22nd, 1935. The work is of a continuous nature and employs 26 women, engaged in making garments for men, women, and children. There are two foreladies and 24 sewers working on this project.

The equipment consists of three treadle and two electric sewing machines and one electric pressing iron.

They are working double shift of five hours per day, six days per week. During the period of operation, the following articles have been produced, sorted as to size, packed in bundles, and collected:

49	Women's & Girls suits
26	" " " coats
1	Men's & Boys Coats
245	Women's & Children's Dresses
30	Skirts
36	Blouses
191	Shirts
111	Diapers
68	Pajamas
308	Underwear
1	Pants
26	Suits
15	Infants' wear
1,107	- Total

SEWING ROOM - OCEAN CITY, N. J.

Official Project #65-22-1848

Works Project #9-89

State Serial #9-5-5006

Description & Location - Sewing Room, Convention Hall,  
6th & Boardwalk, Ocean City, N.J.

Sponsor - State Emergency Relief Administration

Federal Funds \$25,897.50 Sponsor's Contribution \$3,600.00

Number Employed:	Male	1
	Female	<u>33</u>
	Total	<u>34</u>

The women on this project are engaged in making garments for men, women, and children and was started on November 18th, 1935 under the W.P.A. The work is of a continuous nature employing 34 persons. Among whom are 30 sewers, one forelady, one cutter, one clerk, one janitor.

The equipment consists of ten electric and ten treadle sewing machines and one electric pressing iron.

This project is working single shift of six hours per day, five days per week. During the period of operation, the following articles have been made, pressed, sorted as to size, packed in bundles and collected:

795 dresses	125 pajamas
164 slips	23 skirts
140 nightgowns	389 shirts
276 underwear	375 rompers
31 coats	11 bibs and caps
19 blouses	5 quilts
70 suits	4 pot holders
	3 rag rugs
	<u>2430</u> Total



SEWING ROOM - VINELAND, N. J.

Official Project #65-22-1848

Work Project #9-91

State Serial #9-6-5061

Description & Location - Sewing Room, 416 Wood Street, Vineland,  
N. J.

Sponsor - State Emergency Relief Administration and later the  
State Commissioner of Labor.

Federal Funds \$14,280.00 Sponsor Control \$2,400.00

Number employed:	Male	2
	Female	44
	Total	46

This sewing room is engaged in making clothes for men, women, and children. The project was started under W.P.A. on November 19th, 1935. The work is of a continuous nature and employs 46 persons. Among whom are two foreladies, two clerks, 40 sewers, two janitors.

The equipment consists of five electric and 15 treadle sewing machines, and one electric pressing iron.

This room is working two shifts of five hours per day, six days per week.

During the period of operation the following articles have been made, pressed, sorted as to size, packed in bundles, labeled and collected:

491 Diapers	72 Skirts
34 Sheets	19 Womens' & Girls' suits
37 Rag rugs	43 Blouses, girls'
29 Aprons	45 Coats
27 Scarfs	75 Rompers
24 Bibs	49 Pajamas
205 Potholders	245 Shirts
5 Quilts	16 Overalls
125 Towels	136 Suits
1042 Dresses	159 Pants
560 Underwear	55 Infants garments
28 Nightgowns	9 Sleepers
	45 Smocks
	Total 3,575

These garments are turned over to the Commodity Distribution Project for distribution in accordance with Federal regulations.

SEWING ROOM - BRIDGETON, N. J.

Official Project #65-22-1848

Work Project #9-92

State Serial #9-6-5062

Description & Location - Comforter Room, Criterion Theatre Building, Laurel Street, Bridgeton, N. J.

Sponsor - State Emergency Relief Administration

Federal Funds \$21,041.00 Sponsor's Contribution \$600.00

Number employed:	Male	1
	Female	<u>22</u>
	Total	<u>23</u>

This project was originally a comforter room and was started under the W.P.A. on December 17th, 1935. Due to the shortage of cotton, they were obliged to make garments for men, women and children as well as comforters. The work is of a continuous nature and employs 23 persons; namely, one forelady, one clerk and 21 sewers, and one janitor.

The equipment consists of six comforter frames, two electric and eight treadle sewing machines and one electric pressing iron. This project is working single shift of six hours per day, five days per week.

During the period of operation, they have produced the following articles which have been labeled, pressed, the garments sorted as to size, packed in bundles and collected:

1046 Comforters	2 Jumpers
1 Infant Set	9 Wash suits
387 Diapers	82 Dresses
33 Pajamas	5 Girls' suits
4 Boys' pants	7 Rompers
9 " blouses	5 Towels
11 Sleepers	<u>109</u> Underwear
17 Shirts	Total 1,727

These garments were turned over to the sponsor for distribution.

SEWING ROOM - MILLVILLE, N. J.

Official Project #65-22-1848

Works Project #9-93

State Serial #9-6-5063

Description & Location - Sewing Room, 114 Sassafras Street,  
Millville

Sponsor - State Emergency Relief Administration, and later the  
State Commissioner of Labor

Federal Funds \$11,472 Sponsor's Contribution \$1,800

Number Employed:	Male	2
	Female	52
	Total	<u>54</u>

The women on this project are engaged in making garments for men, women and children. It was started under the W.P.A. on November 19th, 1935. The work is of a continuous nature and employs 54 persons, among which are two foreladies, two clerks, 48 sewers, two janitors.

The equipment consists of seven electric and six treadle sewing machines, and one pressing iron.

This project is divided into two shifts of five hours per day, six days per week.

During the period of operation of this project the following articles were made, pressed, sorted as to size, packed in bundles, labeled and collected:

395 Dresses	18 Nightgowns
125 Shirts	26 Pajamas
41 Sheets	22 Coats
12 Pillow cases	248 Diapers
263 Towels	16 Rag rugs
18 Aprons	11 Quilts
31 Skirts	73 Boys' suits
216 Pants	49 Women's & girls' suits
267 Underwear	23 Rompers
	23 Blouses
	<u>1,877</u> - Total

These garments are turned over to the Commodity Distribution Project for distribution in accordance with Federal regulations.

SEWING ROOM - BRIDGETON, N. J.

Official Project #65-22-1848

Works Project #9-90

State Serial #9-6-5060

Description & Location - Sewing Room, Pioneer Building,  
Laurel Street, Bridgeton, N.J.

Sponsor - State Emergency Relief Administration

Federal Funds \$18,105.00 Sponsor's Contribution \$2,400.00

Number Employed:	Male	2
	Female	44
	Total	<u>46</u>

The women in this room are engaged in making men's, women's and children's clothes. This project was started under the W.P.A. on November 21st and is of a continuous nature, employing 46 persons.

Among those are two foreladies, two clerks, two janitors and 40 sewers. The equipment consists of six electric and five treadle sewing machines and one pressing iron. This project is working two shifts of five hours per day, six days per week.

During the period of operation, the following articles were made, pressed, sorted as to size, packed in bundles, labeled and collected:

349 diapers	61 pajamas
843 underwear	26 smocks
40 sheets	145 blouses
23 pillow cases	160 pants
64 nightgowns	163 aprons
1057 infant's garments	53 toys
37 rag rugs	181 pot holders
224 skirts	25 scarfs
179 shirts	1117 dresses
41 mocassins	88 suits
	<u>4876</u> Total

These garments have been distributed by the sponsor.



SEWING ROOM - MAY'S LANDING, N.J.

Official Project      #65-22-1848

Works Project        #9-130

State Serial         #9-1-5018

Description & Location:    Sewing room, School #7,  
                                 Tuckahoe Road, May's Landing, N.J.

Sponsor:    State Emergency Relief Administration

Federal Funds:    \$16,531.    Sponsor's Contribution:    \$3,000.

Number Employed:	Male	1
	Female	<u>22</u>
	Total	23

This sewing room is engaged in making garments for men, women, and children. It was started under the W.P.A. on November 11th, 1935. The work is of a continuous nature and employs 23 persons; among whom are 20 sewers, one forelady, one cutter and one janitor.

The equipment consists of ten treadle sewing machines and two pressing irons.

This room is working single shift of six hours per day, five days per week. During the period of operation, it has produced, pressed, sorted as to size, packed in bundles, and collected the following articles:

235 Towels
126 Slips
95 Pajamas and sleepers
252 Diapers
152 Underwear
119 Dresses
54 Blouses
14 Suits, boy's

These garments have been distributed by the Sponsor.

SEWING ROOM - EGG HARBOR, N.J.

Official Project      #65-22-1848

Works Project        #9-131

State Serail         #9-1-5015

Description & Location:    Sewing Room, 208 Cincinnati Ave.,  
Egg Harbor, N.J.

Sponsor:    State Emergency Relief Administration:

Federal Funds:    \$20,311.    Sponsor's Contribution:    \$3,000.

Number Employed:	Male	1
	Female	29
	Total	30

This project was started under the W.P.A. on November 11th, 1935, and employs 30 persons; namely, two foreladies, two cutters, one janitor and twenty-five sewers. These women are engaged in making garments for men, women and children and the work is of a continuous nature.

The equipment consists of one electric pressing iron, two electric and eight treadle sewing machines.

This project is working double shift of five hours per day, six days per week and during the period of operation has made, pressed, sorted as to size, and packed in bundles for collection the following articles:

427 dresses	145 shirts
130 towels	37 pajamas
327 pillow cases	120 pot holders
126 diapers	129 pants
3 crib comforts	70 bibs
11 rag rugs	21 coats
435 underwear	55 skirts
21 sun suits	9 nightgowns
7 boys' suits	11 suits, women's and girls'
27 smocks	14 aprons

Total    2125

The Sponsor has distributed these garments.

SEWING ROOM - VENTNOR, N.J.

Official Project . #65-22-1848

Works Project #9-132

State Serial #9-1-5016

Description & Location: Sewing Room, City Hall,  
Ventnor, N.J.

Sponsor: State Emergency Relief Administration and later the  
State Department of Labor

Federal Funds: \$15,843. Sponsor's Contribution: \$3,000.

Number Employed:	Male	
	Female	20
	Total	20

This sewing room is engaged in making garments for men, women, and children. The project was started under the WPA on November 25th, 1936. The work is of a continuous nature and employs 20 persons: namely, one forelady, one cutter, 18 sewers.

The equipment consists of ten electric sewing machines, ten treadle machines, and one electric pressing iron.

This project is working six hours per day, five days per week.

During the period of operation, the number of garments made, pressed, sorted as to size, packed and collected are as follows:

89 pajamas	17 doilees
30 boys' suits	141 diapers
47 shirts	24 sun suits
8 coats	10 boys' pants
59 blouses	8 girls' coats
315 underwear	6 boys' coats
23 ladies' and girls suits	14 overalls
4 nightgowns	2 rompers
4x aprons	4 knickers
2 quilts	253 dresses
1 rag rug	

Distribution is made by the Commodity Distribution Project under Federal regulations.

SEWING ROOM - MARGATE, N.J.

Official Project #65-22-4956

Works Project #9-152

State Serial #9-1-5035

Description & Location: Sewing Room,  
City Hall, Margate, N.J.

Sponsor: City of Margate

Federal Funds: \$12,912. Sponsor's Contribution: \$1,880.

Number Employed:	Male	
	Female	<u>20</u>
	Total	20

The women in this sewing room are engaged in making garments for men, women and children. The project was started under the W.P.A. on December 9th, 1935 and the work is of a continuous nature employing 20 persons as follows: One forelady, one clerk, 18 sewers. These women cut, sew, finish and press all garments.

There are five treadle and seven electric machines used in this room all furnished by the sponsor, also one pressing iron.

This room is working six hours per day, five days per week.

During the period of operation the following articles were made, pressed, sorted as to size, packed in bundles, labeled, and then distributed by the City of Margate:

611 dresses	14 suits
129 diapers	13 playsuits
67 shirts	9 nightgowns
26 rompers	6 coats
16 pajamas	4 berets



SEWING ROOM, EGG HARBOR, N.J.

Official Project      #65-22-1848

Works Project        #9-166

State Serial          #9-1-5014

Description & Location:    Sewing Room, 208 Cincinnati  
                                 Avenue, Egg Harbor, N.J.

Sponsor:      State Emergency Relief Administration

Federal Funds:      \$16,546.      Sponsor's Contribution:      \$3,000.

Number Employed:	Male	1
	Female	<u>37</u>
	Total	38

The women on this project are engaged in making garments for men, women and children. The project was started under W.P.A. on January 30th, 1936. The work is of a continuous nature and employs 38 persons, among whom are two foreladies, two cutters, one janitor, and thirty-three sewers.

The equipment consists of ten electric sewing machines and one electric pressing iron.

This room is working double shift of five hours per day, six days per week, and during the period of operation, the following articles have been made, pressed, sorted as to size, packed in bundles for collection:

251 Dresses	6 Coats
36 Infant's dresses	8 Quilts
67 Underwear	37 Play suits
35 Skirts	23 Pants
47 Shirts	22 Sheets
15 Nightgowns	19 Pillow cases
20 Blouses	378 Towels
13 Rompers	157 Diapers
10 Pajamas	15 Women's suits
4 Pillow Tops	38 Smocks

These garments were distributed by the Sponsor.

SEWING ROOM - CAPE MAY

Official Project #65-22-1848

Works Project #9-88

State Serial #9-5-5005

Description & Location: Sewing Room, 1134 Washington Street,  
Cape May, New Jersey.

Sponsor: State Emergency Relief Administration

Federal Funds: \$10,251.00

Sponsor's Contribution: 2,400.00

Number employed:	Male:	0
	Female:	<u>26</u>
	Total:	26

This project was started under the W. P. A. on November 22nd, 1935. The work is of a continuous nature and employs 26 women, engaged in making garments for men, women, and children. There are two foreladies and 24 sewers working on this project.

The equipment consists of three treadle and two electric sewing machines and one electric pressing iron.

They are working double shift of five hours per day, six days per week. During the period of operation, the following articles have been produced, sorted as to size, packed in bundles, and collected:

49 Women's & Girl's suits	191 Shirts
26 Women's & Girl's coats	111 Diapers
1 Men's & Boy's coats	68 Pajamas
245 Women's & Children's dresses	308 Underwear
30 Skirts	1 Pants
36 Blouses	26 Suits
15 Infant's wear	

These garments were distributed under Federal Regulations.

SEWING ROOM - ATLANTIC CITY, N.J.

Official Project      #65-22-5073

Works Project          #9-179

State Serial            #9-1-5038 & 9-1-5041 are operating under one  
Works Project Number.

Description & Location:   Sewing Room, All Wars Memorial  
Building, Maryland and Pacific  
Avenues, Atlantic City, N.J.

Sponsor:      City of Atlantic City

Federal Funds:      \$23,199.      Sponsor's Contribution:      \$700.

Number Employed:      Male      1  
                                 Female 103  
                                 Total 104

This is a sewing room engaged in making women's, children's and men's clothing. This project started under the W.P.A. on January 23rd, 1936. The work is of a continuous nature and employs 104 people.

Among these are cutters, clerks, sewers, 1 janitor. The equipment consists of thirty treadle machines and six electric sewing machines and two electric irons.

This room is divided into two shifts working five hours per day, six days per week.

During the period of operation of the Project:

670 Diapers	62 Aprons	15 Skirts
87 pillow cases	48 Girls suits	11 Coats
89 Shirts	188 Pajamas	25 Blouses
78 Suits, boys	26 Rompers	4 Overalls
453 Dresses	8 Hats	2 Rag rugs
107 Slips	16 Pants	777 Towels
36 Nightgowns	2 Quilts	299 Underwear
	53 Smocks	

were made, pressed, sorted as to size, packed in bundles and collected.

These garments have been distributed by the Sponsor, according to Federal regulations.

SEWING ROOM - ABSECON, N.J.

Official Project #65-22-5065

Works Project #9-181

State Serial #9-1-5043

Description & Location: Sewing Room, School House,  
New Jersey Avenue, Absecon, N.J.

Sponsor: City Common Council of Absecon, N.J.

Federal Funds: \$17,145.75 Sponsor's Contribution: \$820.

Number Employed:	Male	
	Female	<u>13</u>
	Total	13

This sewing room was started on January 27th, 1936, under the W.P.A. and employs 13 persons engaged in making garments for men, women and children. The work is of a continuous nature.

The equipment consists of two electric and eight treadle sewing machines and one electric pressing iron.

These women work six hours per day, five days per week and during the period of operation have made, pressed, sorted as to size, packed, labeled and collected the following articles.

263 Dresses	65 Slips
442 Towels	49 Shirts
62 Pajamas	19 Play suits
39 Sheets	19 Blouses
79 Pillow cases	15 Knickers
402 Diapers	31 Nightgowns
44 Overalls	43 Underwear
31 Trousers	

Total 1603

All these garments have been distributed by the Sponsor in accordance with Federal regulations.



SEWING ROOM - NORTHFIELD, N.J.

Official Project      #65-22-5092

Works Project        #9-182

State Serial         #9-1-5044

Description & Location:    Sewing Room, City Hall,  
                                 Northfield, N.J.

Sponsor:      City Common Council of Northfield, N.J.

Federal Funds:    \$9,208.50      Sponsor's Contribution:    \$1,232.

Number Employed:	Male	
	Female	<u>10</u>
	Total	10

The women in this room are engaged in making garments for men, women, and children. The project was started under the W.P.A. on January 27th, 1936, and the work is of a continuous nature employing 10 persons, one forelady and nine sewers.

The equipment consists of eight treadle machines and one electric pressing iron contributed by the Sponsor.

This project is working six hours per day, five days per week and during the period of operation has made, pressed, sorted as to size, tied in bundles for distribution, the following articles:

31 baby garments	10 pajamas
489 diapers	16 child's' sleeping garments
8 skirts	87 boys' pants
8 blouses	88 women's dresses
95 pillow cases	33 boys' suits
7 nightgowns	58 sheets
369 towels	6 shirts
82 boys' blouses	1 coat
110 overalls	
Total	1498

The Sponsor has distributed these garments in accordance with Federal regulations.

SEWING ROOM - ATLANTIC CITY, N.J.

Official Project      #65-22-1848

Works Project        #9-189

State Serial         #9-1-5013

Description & Location:    Sewing Room, All Wars Memorial  
Building, Maryland and Pacific  
Avenues, Atlantic City, N.J.

Sponsor:      State Emergency Relief Administration and later  
the State Department of Labor

Federal Funds:    \$23,374.      Sponsor's Contribution:    \$3,600.

Number Employed:	Male	
	Female	62
	Total	62

The women on this project are engaged in making garments for men, women, and children. The project was started under the WPA on February 17th, 1936. The work is of a continuous nature and employs 62 women, among whom are two foreladies, two cutters, 58 sewers.

There are three electric sewing machines and 15 treadle machines used on this project and one electric pressing iron.

This project is working double shift, five hours a day, six days per week.

During the period of operation, the following articles have been made, pressed, sorted as to size, packed, labeled and collected.

702 towels	62 boys' blouses
101 men & boys' pajamas	23 rompers
45 nightgowns	22 sleepers
51 men's shirts	67 knickers
6 rag rugs	6 overalls
364 women's & girl's dresses	5 sunsuits
2 quilts	13 boys' suits
355 diapers	6 girls' blouses
26 aprons	187 underwear
	62 smocks

Distribution is made by the Commodity Distribution Project under Federal regulations.

SEWING ROOM - HAMMONTON, N.J.

Official Project      #65-22-1848

Works Project        #9-194

State Serial          #9-1-5022

Description & Location:    Sewing Room, 219 Bellevue  
                                 Avenue, Hammonton, N.J.

Sponsor:    State Emergency Relief Administration

Federal Funds:    \$24,109.    Sponsor's Contribution:    \$640.

Number Employed:    Male      1  
                         Female    18  
                         Total     19

This project started under the W.P.A. on February 11th, 1936. These women are engaged in making comforters and garments of wearing apparel for men, women, and children.

The work is of a continuous nature employing 19 persons, namely, one forelady, one janitor, and seventeen sewers. The equipment consists of six comforter frames, two electric and three treadle sewing machines, and one electric pressing iron.

They are working six hours per day, five days per week. During the period of operation they have produced the following articles:

272 Comforters
12 Women's dresses
81 Underwear
4 Slacks
64 Pillow cases
128 Diapers
6 Skirts
11 Pajamas
33 Dresses
18 Boy's suits
4 Shirts
<u>5 Blouses</u>
638 Total

These garments were turned over to the Sponsor for distribution.

SEWING ROOM - MINOTOLA, N.J.

Official Project      #65-22-6312

Works Project        #9-299

State Serial         #9-1-5064

Description & Location:    Sewing Room, East Pacific Ave.,  
   Minotola, N.J.

Sponsor:      State Emergency Relief Administration

Federal Funds:    \$14,848.50      Sponsor's Contribution:    \$1,000.

Number Employed:	Male	
	Female	<u>13</u>
	Total	13

The women on this project are engaged in making garments for men, women, and children. The sewing room started operation under the W.P.A. on February 25th, 1936. The work is of a continuous nature and employs 13 persons; namely, one forelady, one cutter, 11 sewers.

The equipment consists of ten treadle machines, and one electric pressing iron furnished by the sponsor. They are working six hours per day, five days per week.

During the period of operation, the following articles were made, pressed, sorted as to size, packed in bundles and distributed by the agent representing the Township Committee of Buena Vista Township.

- 34 children's dresses
- 252 Diapers
- 55 Pajamas
- 57 Women's slips
- 13 Children's bloomers
- 12 Nightgowns
- 22 Bloomers
- 14 Sleepers
- 6 Blouses
- 43 Shirts
- 18 Boy's suits
- 12 Play suits
- 71 Women's dresses
- 6 Children's dresses
- 29 Shirts
- 12 Knickers
- 55 Pillow cases
- 12 overalls
- 13 Smocks
- 40 Men's pants

The Sponsor has distributed these garments.



RENOVATE CITY AUDITORIUM

Official Project #65-22-6015

Work Project #9-197

State Serial #9-1-5071

Description & Location - To renovate, repair seats, sew chair covers, mend and clean curtains, draperies and walls, refinish floors in Ball Room, Committee Rooms, Lobbies and Corridors.

Sponsor - City of Atlantic City

Federal Funds \$96,745.92 Sponsors Contribution \$17,956.75

Number Employed:	Male	13
	Female	83
	Total	<u>96</u>

This project started operation on February 4, 1936, and the work is of a continuous nature, employing 96 persons.

Repaired and relined curtains.		
12	velvet curtains	15' x 30'
25	" "	10' x 10'
6	" "	10' x 5'

1,000 feet of velvet rail covering was removed and repaired and put back.

Repaired velvet curtains		
4	curtains	20' x 60'
4	"	60' x 60'
4	"	10' x 10'

Renovated 12,593 chairs  
Renovated 300 feet of marble front  
Renovated 400 feet of copper covering front

Refinished floors in Ball Room, Committee Rooms, Lobbies and Corridors.

A Project Worker Expresses Appreciation

90 Main Street,  
Lodi, New Jersey.  
March 4, 1936.

To the First Lady of the Land,  
Mrs. Franklin D. Roosevelt,  
White House,  
Washington, D.C.

Madam:-

I take the liberty to address this letter to you because I am sure you will derive the greatest pleasure from it, also you may use it to the best advantage.

I only wish that I could bring all those bad people that criticize our beloved President to inspect the federal sewing project in Lodi, New Jersey, where I am working together with 75 other unfortunate sisters who like myself had to depend for a long time on the State Relief. Our lives have been changed from black despair to happiness and security by the humane, genial and dignified efforts of the President and his coadjutors. Without any urging, we work hard and neatly. Every garment here manufactured, if I understand correctly, goes to the poor, and we all try to make it as dainty as possible, thinking of the happiness it will bring in the homes of the derelicts.

Without trying to appear sentimental may I say that we only stop working to cheer for the President and to pray for him. You certainly know, Madam, the prayers of the poor go straight to the throne of the Almighty and God will give your great husband the strength to accomplish his superhuman task, and confound his cowardly enemies.

With apologies, I remain,

Yours respectfully,

(Signed)

Paulina De Rosa

Project 1-331

## SEWING ROOM

Official Project #65-22-1848

Work Project #1-236

State Serial #1-16-5008

Description & Location: Sewing Room - 32 Fair Street, Paterson  
A production sewing room to process material from the Emergency Relief Administration, for men, women, children and infants to be distributed by the Emergency Relief Administration to unemployables and to the needy poor.

Sponsor: Emergency Relief Administration.

Federal Funds: \$16,068.00

Sponsor's Contribution: 2,400.00

Number employed:	Female:	22
	Total:	22

This sewing room which began operations under the Supervision of the Works Progress Administration in November, 1935, was established by the Emergency Relief Administration as a work project for women from families on relief rolls. The women employed received security wage rates as experienced seamstresses - \$60.50 per month and worked 121 hours during that pay period. These workers operate sewing machines and make all necessary hand finishing and pressing to complete the products. Articles produced by this sewing room include men's, women's, children's and infants' garments of cotton and woolen materials, sheets and pillow cases of muslin and towels of huck and terry cloth.

Collection and distribution of finished articles from the sewing room is handled, at the request of the Sponsor, by the Federal Surplus Commodity Distribution warehouse for the District.

### Production for Project #1-236

<u>Women's</u>		<u>Girls'</u>	
Dresses	430	Dresses	568
Slips	220	Slips	157
Nightgowns	30	Night garments	12
Panties	59	Panties	192
Blouses	18	Blouses	17
Skirts	14	Skirts	12
Coats	27	Suits	24
Smocks	22	Sunsuits	12

# Sewing Room -(Cont'd.)

<u>Men's</u>	
Shirts	140
Pajamas	18
Shorts	173
B.V.D.'s	6
Trousers	61
Overalls	2

<u>Boys</u>	
Trousers and knickers	227
Suits	34
Overalls	49

<u>Infants</u>	
Dresses	103
Rompers	19
Sunsuits	10
Sleepers	36
Diapers	568

<u>Household articles</u>	
Sheets	186
Pillow cases	177
Towels	674
Quilts (patchwork)	2
Blankets (Baby)	3

Total number of articles: 4,544



SEWING ROOM - HAWTHORNE, N.J.

Official Project #65-22-1848

Work Project #1-237

State Serial #1-16-5010

Description & Location: A production sewing room to process material from the E.R.A. to make garments for men, women, children and infants to be distributed by the E.R.A. to unemployables and the needy poor. Franklin School, May St., Hawthorne, N.J.

Sponsor: Emergency Relief Administration

Federal Funds: \$16,068. Sponsor's Contribution: \$2,400.

Number Employed:	Male	
	Female	44
	Total	44

The Works Progress Administration assumed operation of Project #1-237 on November 15, 1935. This sewing room had been established by the E.R.A. to employ women from relief rolls and is continuing under the W.P.A. supervision.

At the present time there are two shifts of 22 women each, receiving a security wage rate of \$60.50 for 121 hours work every month.

Production includes women's and girl's dresses, suits and coats made of percale, seersucker, gingham, and wool. Underwear for men, women and children, infant's layettes and shirts, blouses and coats for men and boys.

All work in connection with the complete construction of articles in a sewing room, including cutting, sewing, fitting, finishing and pressing, is performed by the women employed under the guidance of the Forelady in charge.

SEWING ROOM - CLIFTON, N.J.

Official Project      #65-22-1848

Work Project          #1-238

State Serial          #1-16-5012

Description and Location:    A production sewing room to process material from the E.R.A. to make garments for men, women, children and infants, to be distributed by the E.R.A. to enemployables and the needy poor. School #6, Clifton Ave., Clifton, N.J.

Sponsor:      State Emergency Relief Administration of New Jersey

Federal Funds:      \$16,068.      Sponsor's Contribution:      \$2,400.

Number Employed:	Male	
	Female	<u>22</u>
	Total	22

This sewing room was originally established by the E.R.A. and has been continued under the Works Progress Administration's control since November 15, 1935. The Project employs a Forelady in direct charge of operations and 21 seamstresses. These workers make dresses, coats, suits and underwear for women and girls; shirts, coats, trousers, overalls and pajamas for men and boys; infant's dresses, slips, baby blankets and diapers, also household articles, such as: sheets, pillow cases and towels. Materials for use in the room are supplied by the E.R.A. and the W.P.A. and include wool tweed for suits and coats, seersucker, muslin, percale, gingham, lawn, rainsook and broadcloth for shirts and dresses; muslin for sheets, huck and terry cloth for towels, birds~~eye~~ for diapers.

All articles produced are cut, sewn, finished, and pressed by the women employed and completed production is picked up by the Federal Commodity warehouse for the district.

SEWING ROOM - PROSPECT PARK, N.J.

Official Project      #65-22-1848

Work Project          #1-245

State Serial          #1-16-5011

Description & Location:    A production sewing room to process material from the E.R.A. to make garments for men, women, children and infants, to be distributed by the E.R.A. to unemployables and the needy poor. Fire House, 10th St. and Brown Ave., Prospect Park, N.J.

Sponsor:    State Emergency Relief Administration of New Jersey

Federal Funds:    \$8,400.    Sponsor's Contribution:    \$1,800.

Number Employed:	Male	
	Female	<u>16</u>
	Total	16

On November 25, 1935, this sewing room was taken over from the E.R.A. by the W.P.A. The project was enlarged from 9 women to 16 women and set up under a security wage rate of \$60.50 for 121 hours work every month for each woman.

The Forelady in charge, supervises the production of the Sewing room, including the cutting, sewing, fitting, finishing and pressing of all articles which are made entirely by the seamstresses. Most of the women employed had not had any previous training or experience in this type of work and all steps in the process of constructing a finished garment, had to be demonstrated and taught by the Forelady.

Articles produced include, dresses, suits, coats, underwear for women and girls; shirts, trousers, coats and underwear for men and boys; infants layettes, and terry and huck towels. Dresses are made of cotton prints, percale, seersucker, gingham; shirts of broadcloth and shirtings; coats and suits of wool and tweed materials.

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WORKS PROGRESS ADMINISTRATION  
STATE OF NEW JERSEY



SEWING ROOM PROJECTS





DIVISION  
OF  
WOMEN'S AND  
PROFESSIONAL  
PROJECTS

PRODUCTS

SEWING  
PROJECTS

FOR WOMEN

SEWING ROOM PROJECTS





SEAMSTRESSES TO REPAIR GARMENTS - HOSPITAL FOR INSANE

Official Project      #65-22-2079

Work Project          #St.19

State Serial          #5028

Description & Location:    Seamstresses as instructresses  
                                 State Hospital for Insane, Marlboro,  
                                 Monmouth County

Sponsor:    N.J.Department Institutions and Agencies

Federal Funds:    \$3,600.    Sponsor's Contribution:    \$2,400.

Number Employed:	Male	
	Female	6
	Total	6

Approximately 100 patients have benefited by the assistance and instructions of these seamstresses, and have reached a high degree of efficiency in all the arts of sewing.

Work has, of necessity, been concentrated on the making and repairing of dresses, aprons, smocks, overalls, underwear, etc., but occasionally patients are taught some of the finer points of this work.

Thanks to the efforts of these seamstresses, the institution is gradually securing a well-trained organization of patient seamstresses.

The institution has contributed all machines, equipment and materials to a value of more than \$2,400.00.

SEAMSTRESSES AS INSTRUCTRESSES - REPAIR GARMENTS

Official Project      #65-22-2077

Work Project          #St.15

State Serial          #5028

Description & Location:    Seamstresses as instructresses to  
                                 repair old and new garments  
                                 Reformatory for Women, Clinton, N.J.

Sponsor:    N.J. Department of Institutions and Agencies

Federal Funds:    \$1,080.    Sponsor's Contribution:    None

Number Employed:	Male	
	Female	<u>2</u>
	Total	2

This project was initiated on January 10. Two female instructresses are employed and their duties consist of instructing such patients as are adaptable in cutting, sewing and operating power sewing machines.

Due to the fact that the patients who are allowed to engage in this work are changed from time to time the continuance of these instructresses is very desirable.

The work is, of course, in line with accepted ideas of institutional therapy.

SEAMSTRESSES TO REPAIR OLD GARMENTS AND MAKE NEW ONES  
GIRLS HOME

Official Project      #65-22-2078

Work Project          #St.17

State Serial          #5028

Description & Location:    Seamstresses to act as Instructresses  
                                 Trenton State Hospital

Sponsor:    N.J.Department - Institutions and Agencies

Federal Funds:    \$3,900.    Sponsor's Contribution:    None

Number Employed:	Male	
	Female	<u>5</u>
	Total	5

This project was initiated on January 10. Five female instructresses are employed and their duties consist of instructing such patients as are mentally capable in cutting, sewing and operating power sewing machines.

Due to the fact that the patients who are allowed to engage in this work are changed from time to time the continuance of these instructresses is very desirable.

The work is, of course, in line with accepted ideas of institutional occupational therapy.

SEAMSTRESSES TO ACT AS INSTRUCTRESSES - REPAIR GARMENTS

Official Project      #65-22-2076

Work Project          #St.18

State Serial          #5028

Description & Location:      Seamstresses to act as Instructresses  
to repair old and new garments. Vine-  
land State School, Vineland, N.J.

Sponsor:      N.J.Department - Institutions and Agencies

Federal Funds:      \$1,200.      Sponsor's Contribution:      None

Number Employed:	Male	
	Female	<u>2</u>
	Total	2

This project was initiated on January 10. Two female instructresses are employed and their duties consist of instructing such patients as are adaptable in cutting, sewing and operating power sewing machines.

Due to the fact that the patients who are allowed to engage in this work are changed from time to time the continuance of these instructresses is very desirable.

The work is, of course, in line with accepted ideas of institutional occupational therapy.



SEAMSTRESSES - FEEBLE MINDED COLONY - WOODBINE  
CAPE MAY

Official Project      #65-22-2075

Work Project          #St.16

State Serial          #5028

Description & Location:    Seamstresses as Instructresses  
                                 Feeble Minded Colony - Woodbine, Cape May

Sponsor:    N.J.Department Institutions and Agencies

Federal Funds:    \$1,800.    Sponsor's Contribution:    None

Number Employed:	Male	
	Female	<u>3</u>
	Total	3

Three seamstresses were transferred from ERA to WPA on November 29,1935. The Project's task involves the instruction of such inmates as are capable, in sewing.

We have been successful in making an appreciable number of inmates proficient in this work. They have been taught to make new garments and also to repair old ones.

A total of three persons has been employed on this Project until recently, but due to resignations there is only one person employed at this writing. Requests have been made for the replacement of the two persons resigned.

This is a most important piece of work and much benefit has resulted from the institution of the Project. It is hoped that it may be continued indefinitely.



WORKS PROGRESS ADMINISTRATION  
STATE OF NEW JERSEY



PROJECTS FOR BLIND





## TEACHING THE BLIND

Official Project      #65-22-5948

Work Project          #ST-93

State Serial          #ST-5047

Description & Location:      State-wide project concerned with the blind population of New Jersey, and supervised by the New Jersey Commission for the Blind at 1060 Broad Street, Newark, New Jersey.

Sponsor:      N.J. Department Institutions and Agencies

Federal Funds:      \$30,384.      Sponsor's Contribution:      None

Number Employed:      Male 16  
                                Female 9  
                                Total 25

At the present time, there are twenty-five persons employed on this project, sixteen of whom are blind. Fifteen of these blind are teachers who instruct other blind persons in the reading and writing of the Braille and Moon Type systems, as well as courses in Algebra and Typewriting. In addition, all types of handcraft are taught to these pupils which constitutes a mixture of sewing, knitting, crocheting, chair caning, fibre work and piano tuning. Also there are several teachers who instruct adults and children in music by the method of Braille notation, a system of tactile instruction worked out especially for the blind. The pre-school child is benefiting to a great extent by the employment of these teachers. Regular visits are made to the homes and institutions for the above lessons in handcraft and many a child is being taught how to play or interest himself in some childish work.

Aside from the actual teaching, these blind W.P.A. workers and instructors are responding to calls for interviews and radio lectures on the work for the blind. Local organizations, such as fraternal lodges, Women's Clubs, churches, and schools, have often had the privilege of lectures or short talks on Prevention of Blindness given by our teachers, together with the demonstration of the Talking Book machine, a device which enables the blind to "read" all types of books without the aid of a reader.

In addition to the teachers, a limited group of seeing persons are employed, who are familiar with the capabilities of the blind, to assist them in their work. Guides are provided for the teachers to drive cars, travel with them on busses and trolleys, and generally assist them in their work when sight is needed. They also keep records of the teachers' mileage, reports, and calls made, for forwarding to

the Jr. Clerk for checking.

Three Jr. Clerks are employed in certain districts to keep all records, ledgers, account books, etc of the project. Checking reports of the activities of the teachers and guides is one of their chief duties. All reports from all districts must be compiled semi-monthly for official classifications to be filed in Headquarters. Other regular office duties such as better writing, copy work, and filing are included in the Jr. Clerk's work.

THE VERSES OF THE VARIOUS SONGS  
THAT FOLLOW WERE COMPOSED BY THE  
WOMEN IN OUR SEWING ROOMS. PER-  
HAPS THE VERSES COULD HAVE HAD  
MORE EXPRESSIVE WORDS AND THE  
METER COULD HAVE BEEN BETTER.  
THEY ARE MADE A PART OF THIS RE-  
PORT MERELY TO SHOW THE SPIRIT  
OF THESE WOMEN. WE WISH THAT  
EVERYONE MIGHT SEE HOW HAPPY THEY  
ARE.

When I grow too Old to Sew

When I grow too old to sew,  
I'll have this to remember,  
A baby's dress, a pale blue bow  
And other things in my heart  
Our tea time was sweet  
For I hope we never part  
And when I grow too old to sew  
These thoughts will be in my heart.

Tune: When I grow too Old to Dream

The Sewing Room Merit Book Song

I took my Merit Book  
I looked it through and through  
Ho, ho, ho, me oh! my what shall I do  
I took my piece of goods  
My pattern came on next  
Not perplexed, so I cut right to the neck  
I pushed the needle right down  
The wheel went round and round  
Oh! was I glad - (was I glad.)  
For my cutting seams  
Proved to be just right,  
Mrs. Tiffany must be grand  
No book in all the land  
Helped me so - Sew and Sew  
And the wheels goes round.

Tune: The Music Goes Round and Round.

Composed By: Elizabeth B. Clinton,  
Forelady, Project 7-82



Happy Days in the Sewing Room

Happy days are here again  
When we get paid, we'll eat again  
We will buy our bread and meat again  
Happy days are here again.

Happy days are here again  
We all will give three cheers again  
'Cause we all are off Relief again  
Happy days are here again

We stitch and sew every day;  
We work for the W.P.A.

OH

Happy days are here again  
And we are full of Pep again  
May the work go 'round and 'round again  
Happy days are here again.

Sewing Room Project in Atlantic City.

The Sewing Room Project Song

We are working on the Project  
All the live long day  
We are working on the Project  
Because we need our pay  
Can't you hear the bell a ringing  
Time to start the day  
Can't you hear Maralão calling  
Work for the W. P. A.

We are working on the Project  
Overalls, shorts, and shirts  
We are working on the Project  
Dresses, blouses and skirts  
Now is the time to thank the President  
For the work we have today  
We are working on the Project  
For the Good Old U. S. A.

Tune: Working on the Railroad.

Submitted by Workers on Project 3-390  
New Jersey

### The Song of the Shirt

I think that I shall never see  
A shirt without a rip, ah me--  
I sew one seam and then rip two  
If the lady says so-what can I do?

First the sleeve and then the neck  
And then more ripping--Gosh-darn-heck!  
Next the front and then the back  
This ripping my poor nerves doth rack.

I do the cuff-I do the collar  
While all around the girls all holler,  
"Must I rip this, must I rip that!"  
"Ah, 'tis three o'clock, say, where's my hat?"

### Project 8-225

Note: The above verses were written by  
Mrs. Edna Banker, of Atco, N.J.  
who is a worker on Project #8-225.  
Mrs. Banker had never sewed in her  
life, and so when she began work-  
ing in the Sewing Room she had to  
start at the bottom. The verses  
were written after her first attempt  
at making a man's shirt.

CUTTING TIMBER AND SCRAP LUMBER FOR NEEDY AND RELIEF FAMILIES

Official Project #65-22-5782

Work Project #2676-2-206

State Serial #2-9-5154

Description & Location - Kearny-Cutting Timber and Scrap Lumber  
for Needy and Relief Families.

Sponsor - Mayor and Council

Federal Funds \$6,160.00      Sponsor's Contribution \$2,146.00

Number Employed:	Male	17
	Female	-
	Total	<u>17</u>

This project with its headquarters in the Municipal Garage, Kearny, New Jersey, was started on February 26, 1936. At that time, there were fifteen (15) employees.

The purpose of the project is to secure wood in its natural state, and, after cutting it to convenient sizes, to distribute it to needy families throughout Kearny. It is estimated that about one thousand (1,000) baskets are distributed weekly among four hundred families. Most of this wood is supplied, in its natural state, by the town itself. Occasionally, round flanges of wood are supplied by the Western Electric Company of Kearny.

In addition to the above service, the project moves the personal property of those families who have been dispossessed, and provides transportation to and from work for those who are employed by the W.P.A. in Kearny.

The supplying of free timber is especially noteworthy. It has been a salvation to those who are on relief and who are without gas and electricity.



## SHOE REPAIRING

Official Project #65-22-1721

Work Project #5-80

State Serial #5-13-5006

Description & Location: Shoe Repair in Schools in Monmouth  
County

Sponsor - Monmouth County Board of Freeholders

Federal Funds \$2,271.00      Sponsor's Contribution      None

Number Employed:	Male	3
	Female	-
	Total	3

This project was conceived by the County Superintendent of Schools for Monmouth County. His attendance reports had shown a tendency to drop during cold weather. Upon his inquiry he found that the biggest factor in this condition was lack of adequate foot gear for some of the poorer children. Some attempt was made through the Parent-Teacher Association to relieve this condition, but without much success.

The W.P.A. project was started in November with three shoemakers. One was assigned to Long Branch, one to Asbury Park and one to Neptune City. During the winter as the work was finished in these schools the shoemakers were moved to other schools, or shoes were brought in some cases from the outlying districts.

Approximately 4,000 shoes in all states of disrepair were fixed by these men. The Federal Government furnished all the miscellaneous supplies and some leather. These men have been moved from time to time by the direction of the County Superintendent of schools until nearly every school in the County was covered.

This project has been suspended during the summer months but it is the hope of the sponsor and the participating schools that it may be re-opened in the fall, when school starts again. Amazing improvement has been shown in attendance records and the credit lies at the door of this project and the Works Progress Administration which made it possible.

## FEEDING TRANSIENTS

Official Project No. 65-22-5762

Work Project #5-159

State Serial #5-15-5044

Description & Location - Feeding Transients in Lakewood, N.J.

Federal Funds \$400.00

Sponsor's Contribution \$ -

Number Employed:	Male	1
	Female	-
	Total	1

Conditions in Lakewood are somewhat peculiar to its situation, lying as it does about 50 miles from New York, Philadelphia and Atlantic City. This situation creates a peculiar condition in regard to transients especially since the town is a winter resort. Numerous people are attracted there for employment during the slack season at summer resorts, which are scattered throughout New Jersey. Probably twenty times the actual number that can be employed appear there for work. Hundreds arrive with barely enough to pay their transportation costs. These people when unable to find employment usually have to be furnished return carfare, to the places from which they come, by the Lakewood Community Service.

This situation has led to the establishment of facilities for the purpose of feeding these transient cases.

The Lakewood Township Committee furnishes the quarters for feeding these people in the Municipal building. The Lakewood Community Service is responsible for the food. The only expense which the Works Progress Administration is asked to contribute is the salary of a full time chef.

The Soup Kitchen opened October 28, 1935, the work being done by volunteer workers until the increasing number of transient cases required a full time chef and on December 24th, a chef was employed by the W.P.A. to take care of the requirements of the Soup Kitchen. Each week the average number of transient cases fed was from 150 to 175. The total number fed to date being 2,937.

The chef feels that the W.P.A. has done a wonderful work in keeping up his morale and that of the transients he fed during the bitter cold winter. They in turn, have expressed their sincere appreciation to him for the opportunity to obtain hot food when they were cold and hungry.

MOSQUITO CONTROL SURVEY

Official Project      #65-22-5211

Work Project          #1-636

State Serial          #1-2-5026

Description & Location:      Survey to determine and control the breeding places of the mosquitoes (*Culex pipiens*) over the entire area of Bergen County. Data being compiled at the Administration Bldg., Hudson St., Hackensack, N.J.

Sponsor:      Bergen County Board of Freeholders

Federal Funds:      \$14,235.      Sponsor's Contribution:      \$1,600.

Number Employed:	Male	44
	Female	_____
	Total	44

Project began operation on May 11, 1936.

This project consists of determining the location of breeding places of mosquitoes throughout Bergen County.

The clerks on this project locate these places for the Bergen County Mosquito Ext. Commission who notify the local Boards of Health. A second check-up is made and if the condition is not remedied the Mosquito Commission will take steps to correct the condition.

Charts and records are kept of all areas visited.

# MOSQUITO CONTROL SURVEY

Official Project      #65-22-5093

Work Project          #1-638

State Serial          #1-16-5164

Description & Location:      Survey to determine and control the breeding places of the mosquito (*Culex pipiens*) over the entire area of Passaic County. Data being compiled at the office of the Passaic County Mosquito Extermination Commission, 150 Ellison St., Paterson, N.J.

Sponsor:      Passaic County Board of Freeholders

Federal Funds:      \$6,925.      Sponsor's Contribution:      \$750.

Number Employed:	Male	22
	Female	0
	Total	22

Operations began on this project on May 12, 1936.

This project consists of determining the location of breeding places of mosquitoes throughout Passaic County.

The clerks on this project locate these places for the Passaic County Mosquito Extermination Commission who notify the local Boards of Health. A second check-up is made and if the condition is not remedied the Mosquito Commission will take steps to correct this condition.

Charts and records are kept of all areas visited.



## SURVEY FOR MOSQUITO CONTROL

Official Project #65-22-6168

Work Project #2712-2-212

State Serial #2-9-5007

Description & Location - Hudson County; Monthly inspection of premises to determine mosquito breeding places.

Sponsor - Hudson County Mosquito Commission.

Federal Funds \$38,092.00      Sponsor's Contribution \$3,570.00

Number Employed:	Male	42
	Female	-
	Total	<u>42</u>

Project #2-212, Jersey City, New Jersey, was started on February 11, 1936, with central offices located at No. 35 Oxford Avenue.

This project is sponsored by the Hudson County Mosquito Extermination Commission, and its purpose is to provide for the inspection of approximately one hundred thousand premises in Hudson County in order to compile data on mosquito breeding places found thereon. Inspections are made once each month and educational matter is distributed in an endeavor to enlist the cooperation of the public in presenting that phase of mosquito breeding.

The premises included in this program are located in the following communities: Guttenberg, 2379; East Newark, 1789; West New York, 4520; Union City, 9,000; North Bergen, 7,785; Kearny, 7,382; Secaucus, 2,000; Weehawken 3,230; Bayonne, 10,862; Jersey City, 45,570; Hoboken, 5474. These communities are all located in the County of Hudson.

The purpose of these surveys is to establish and maintain an accurate record of each premise in the County as to the existence of breeding places in order that mosquito control work may be carried on with the view of eliminating sources of pest production that have, in the past, and are continuing to cause great annoyance. The plan also embraces the serving of a form of "Public Notice" on the occasion of each visit as an educational and publicity medium designed as a preventive measure.

From the inception of this project up to June 11, 1936, there were 87,055 premises inspected, and of this number 3,125 proved to contain breeding places. From June 15 to, and including, August 4, 1936, 87,612 premises were inspected, and of this number 2,661 proved to contain breeding places. This project is about 20% completed.

MAPPING SALT MARSH AREAS FOR MOSQUITO CONTROL

Official Project #65-22-3442

Work Project #4-225

State Serial #4-12-5027

Description & Location - Fifteen Highland Avenue, Metuchen, N.J.  
Mosquito Extermination

Sponsor - Middlesex County Mosquito Extermination Commission

Federal Funds \$5,652 Sponsors Contribution \$858.95

Number Employed:	Male	5
	Female	1
	Total	6

The purpose of this project is the preparation of maps outlining mosquito breeding areas in the more thickly populated districts of the county to be used as a reference for present and future mosquito control work; to ascertain the elevations of these areas and determine the best means of draining them.

Until the latter part of May, most of the work has been confined to the watershed of the South Branch of the Rahway River, locally known as Succor Brook. There are about thirteen square miles contained within this area which extends from Rahway on the North to Metuchen on the South and from Oak Tree on the West to Woodbridge on the East. All the water courses in this area, many of which are not shown on existing maps, have been surveyed and more than one hundred separate breeding areas have been outlined and the work of determining the elevations of them has been started. The plotting of field notes has progressed with the field work and the map will soon be ready to trace though it cannot be completed until the elevations are obtained.

In addition to this work, a survey was made of a portion of the upland swamp areas at South River in the vicinity of the Hercules and Dupont Powder Plants. The map of this work is complete and has been submitted to the Sponsors.

Minor surveys were also made and grades established for work in progress on the salt marshes at the Raritan Arsenal, Keasbey, Morgan, and Seidler's Beach.

During the latter part of May, a preliminary investigation with reference to a survey of the large swamp areas in the vicinity of Monmouth Junction and Plainsboro was started and is now in progress. This investigation is in response to the numerous requests coming from the population surrounding the swamp areas who realize the value of mosquito control work and wish to have an effective system of control established there.

MAPPING SALT MARSH AREAS FOR MOSQUITO CONTROL (Continued)

There is still a large amount of work to be done on this project, particularly a survey of Mill Brook which extends from the Raritan River through Piscataway and Bonhamtown to the center of Metuchen. Also a portion of Green Brook in the vicinity of Middlesex Borough and Dunellen.

A resident population of approximately one hundred and fifty thousand and some two hundred industrial plants would benefit from an effective mosquito control within the areas covered by these surveys and it is interesting to note that in all cases where we have been questioned regarding the purpose of our survey, our work has met the immediate approval of the questioner. Farmers seem to be particularly interested and generally signify their eagerness to cooperate with the Commission.

The funds expended by the W.P.A. to June 1st, 1936 amount to \$2,953.32 divided as follows:

Field Work-----	\$1,949.19	covering	3,169	hours	of	labor
Plotting Field Work-----	649.73	"	1,088	"	"	"
Reports, estimating, etc.	354.40	"	591	"	"	"

During this same period the sponsor has contributed the sum of \$412.85 divided as follows:

Truck Transportation-----	\$ 260.00
Materials-----	81.35
Rent, etc.-----	71.50



## HOUSEKEEPING AIDES

Official Project #65-22-6225

Work Project #6-230

State Serial #6-14-5014

Description & Location - Morris County Housekeeping Aide Project

Sponsor - Board of Freeholders

Federal Funds \$70,124 Sponsors Contribution \$219

Number Employed:	Male	
	Female	40
	Total	40

The Morris County Housekeeping Aide Project was started under W.P.A. on January 29, 1936. The work is of a continuous nature and employs 40 people. There is a supervisor with 3 assistants and 2 clerks to handle the assignment of housekeepers to cases, to instruct the housekeepers in domestic science and first aid, and do general supervision.

The project has provided service in more than 160 relief homes where the housewife has been temporarily incapacitated. The number of cases referred exceeds greatly the number of cases actually served since many cases, although deserving help, are not as urgent as others. The cases have been referred by the following: private doctors, hospital social workers, Morris County Welfare Board, Bureau of General Welfare, State Board of Children's Guardians, Visiting Nurse Association, E.R.A., and Tuberculosis Association.

The workers on the project were all chosen on a basis of their physical and mental qualifications for the task of entering a strange home and adjusting themselves to the family life. All of the housekeepers are between 40 and 60 years of age. The supervisor is a trained nurse and has social workers for her assistants.

This project has received letters of commendation from the heads of the County Social Service Agencies and is performing a very worthwhile task.



## HOUSEKEEPERS AID - PASSAIC

Official Project      #65-22-6232

Work Project            #1-495

State Serial            #1-16-5172

Description & Location:      Houseworkers to assist in household manual labor in homes of unemployed and needy poor where the housewife is unable, through ill health, or inability to do so.  
Police Headquarters, Passaic, N.J.

Sponsor:      City of Passaic

Federal Funds:      \$25,172.      Sponsor's Contribution:      \$740.

Number Employed:	Male	
	Female	<u>37</u>
	Total	37

Many homes of the poor and needy in Passaic were being neglected physically through the inability of housewives to properly care for them. The Public Health Nursing Service reported many of these cases to the Project Supervisor, and operations on this project started Feb. 10, 1936. Ten women were assigned to carry out the work. The units of accomplishments in this project cannot be measured in dollars and cents but in the many letters of thanks and appreciation from the gracious housewives who have been aided by the workers.

Children are cared for and homes made brighter and cleaner places to live in. This project has filled a serious need in the domestic life of many poor and unfortunate families.



## HOUSEKEEPING AIDMS

Official Project #65-22-6328

Work Project #6-261

State Serial #6-18-5015

Description & Location - Somerset County Housekeeping Aide

Sponsor - Board of Freeholders, Somerset County

Federal Funds \$49,496 Sponsors Contribution \$158

Number Employed:	Male	
	Female	<u>20</u>
	Total	<u>20</u>

The Somerset Housekeeping Aide Project was started under W.P.A. on February 24, 1933. The work is of a continuous nature and employs 20 people. There is a supervisor with 2 assistants to handle the cases which are referred by the doctors, Visiting Nurse Association, Old Age Pension Bureau, hospital social workers, State Board of Children's Guardians and local relief bureaus.

The project has provided service in 40 cases, several of which have been of very long duration. One husband gives the project credit for saving his wife's life in an emergency situation which arose before a doctor could be summoned.

The workers on the project were all chosen on a basis of their physical and mental qualifications for the task of adjusting themselves in a strange home. The workers are between the ages of 40 and 60 years.

Lectures in first aid and home planning are being given at week intervals to the complete group of housekeepers. The information received has proven very valuable on many of the cases.

## HOUSEKEEPING AIDES

Official Project #65-22-6368

Work Project #6-270

State Serial #6-21-5011

Description & Location - Warren County Housekeeping Aide Project

Sponsor - Board of Freeholders

Federal Funds \$24,008 Sponsors Contribution \$152

Number Employed:	Male	
	Female	<u>18</u>
	Total	<u>18</u>

The Warren County Housekeeping Aide Project was started under the W.P.A. on March 2, 1936. The work is of a continuous nature, and employs 18 women, 15 of whom are housekeepers, 2 clerks and 1 supervisor.

In the short time of operation, thirty cases have received service. These cases were referred by the Warren County Welfare Board, the Emergency Relief Administration, Red Cross, private doctors, and visiting nurses.

Since the housekeepers' homes are quite some distance from the Main Office, the supervisor gave individual instruction in first aid before the housekeepers were assigned to their first cases.

In selecting housekeepers for this type of social project, an age range between 40 to 60 years was established. Physical and mental adaptability of each woman was considered. The resultant group has been particularly well suited for the job they must perform.



HOUSEKEEPERS' AID - PATERSON, N. J.

Official Project #65-22-6244

Work Project #1-494

State Serial #1-16-5171

Description & Location: 300 East 18th Street,  
Paterson, New Jersey.

Sponsor: City of Paterson

Federal Funds: \$51,621.00 Sponsor's Contribution \$260.00

Number employed:	Male	-
	Female	106
	Total	<u>106</u>

Houseworkers to assist in household manual labor in homes of unemployables and needy poor where housewife is unable through ill health to maintain the home in a sanitary and suitable condition.

On February 13, 1936, a Supervisor and a group of fifteen women were gathered to fulfill the objectives of this worthy and humanitarian undertaking. With a spirit of service to the underprivileged and disabled they started on their work.

The work proved so useful and so necessary that an additional group of 15 were added to increase its scope. Many homes were brightened, many Mother's hearts made lighter by the efforts of these women. Greater care and attention were given the children of these homes. No greater progress could be given of this project than the many letters of thanks and appreciation of the housewives who have been helped by the operation and work done by the women that make up this group.



WORKS PROGRESS ADMINISTRATION  
STATE OF NEW JERSEY



HOUSEKEEPER'S AID





COMMODITY DISTRIBUTION

Official Project #65-22-3453

Work Project #ST-8

State Serial #1797

Description & Location - Receiving and Warehousing of Commodities Consisting of Food, Clothing and Manufactured Sewing Room Articles: to Counties and Relief Clients throughout the State.

Sponsor - Emergency Relief Administration

Federal Funds \$482,232 Sponsors Contribution \$131,400

Number Employed:	Male	231
	Female	34
	Total	<u>265</u>

This Project began on December 4, 1935 and includes the Distribution and Warehousing of Surplus Food Commodities, Sewing Room Piece Goods and Findings and the Finished Garments from the Sewing Rooms. A brief resume of the detailed functions performed under this Project are as follows:

We receive from the Federal Surplus Commodities Corporation certain food items for distribution to persons on relief. This merchandise is received by us in bulk at our State warehouse and in turn distributed to the Counties in bulk by contract truckmen. The individual Counties in turn distribute same to retail stores by Project truckmen. The clients then call at the store for such Commodities as are allocated to them, allocation being made on a semi-monthly basis.

We likewise receive in bulk at our State warehouse such Piece Goods as are purchased by the Works Progress Administration for use in the individual Sewing Rooms. These Piece Goods are then trucked by us to the various Sewing Rooms upon withdrawal orders from the State Supervisor of the Division of Sewing Room Projects. The same procedure is followed in the case of Findings which are also purchased in quantities by the Works Progress Administration.

As a matter of illustration, we are listing herewith a total of Commodities distributed from December 1935 up to the present time:

## COMMODITY DISTRIBUTION (Continued)

Canned Beef	2,370,914 lbs.	Leather Coats	3,542
Beef Broth	114,015 lbs.	Diapers	11,288
Hamburger	75,130 lbs.	Dresses W & C	24,340
Beef Stew	1,699,787 lbs.	Night Gowns	2,615
Texas B. Stew	3,720,660 lbs.	Shirts M & B	4,472
Canned Mutton	13,378 lbs.	Slips	5,887
Canned Veal	29,425 lbs.	Comforters	5,385
Dried Beans	383,272 lbs.	Pillow cases	72,183
Cereal Oats	135,903 lbs.	Sheets-double	23,069
Evap. Milk	585,898 lbs.	Sheets-single	9,414
Apples	507,555 lbs.	Sheets- 3/4	16,831
Grape Jam	290,245 lbs.	Towels-huck	80,400
Prunes	28,323 lbs.	Towels-terry	74,540
Rice	2,112 lbs.		
SauerKraut	56,028 lbs.		
Veg. Soup	2,835,455 lbs.		

At the present time, we have on hand approximately 7,500,000 pounds of Food Stuffs stored in our various warehouses, together with about 800,000 yards of Piece Goods; and Findings totalling approximately \$25,000.00 in value.

Individual transactions must be accounted for in detail such as obtaining each client's signature for Commodities received, and an accounting of yardage of Piece Goods shipped against the number of Finished Garments made from same etc. Likewise, a rigid inspection is maintained over such grocery stores as distribute our Food Commodities. Our present pay roll consists of 265 employees of which approximately 70% are classified as unskilled workers.

WORKS PROGRESS ADMINISTRATION  
STATE OF NEW JERSEY



SURPLUS COMMODITY DISTRIBUTION





GROUP 11

PROFESSIONAL AND TECHNICAL PROJECTS



PUBLIC HEALTH NURSING - BOGOTA, NEW JERSEY

Official Project      #65-22-6136

Work Project            #1-600

State Serial            #1-2-5194

Description & Location:    To provide public health nursing  
to the needy. This project is on  
public property in Bogota as follows:  
School #1 - River Road  
School #2 - Palisade Avenue  
School #3 - Fischer Avenue  
High School - Kovar Street  
Bogota Schools, Bogota, N.J.

Sponsor:    Board of Education

Federal Funds:    \$1,020.    Sponsor's Contribution:    \$60.

Number Employed:	Male	
	Female	<u>1</u>
	Total	1

Operations on this project commenced May 4, 1936 employing one nurse, who assisted the regular school nurse in the schools above listed, as a consequence of which the health of school children has been maintained in a higher degree, resulting in higher school attendance.

All equipment such as: typewriter, chairs, desk as well as space, light and heat were furnished by the Sponsor, in addition the Board of Education also contributed \$60.00 to cover all materials used; such as: medicines, gauzes, paper, cards, pins, pencils, etc.





PUBLIC HEALTH

Official Project #65-22-3162

Work Project #1-119

State Serial #1-16-5017

Description & Location - Bedside nursing and public Health  
Nursing Service in the City of Passaic  
for unemployables and needy poor.  
Bd. of Health, Municipal.Bldg., Passaic.

Sponsor - City of Passaic

Federal Funds \$13,308.00      Sponsor's Contribution \$432.00

Number employed:	Male	-
	Female	<u>12</u>
	Total	<u>12</u>

This project, which began operations under WPA supervision on November 8, 1935, is a continuous type service project directed by the Bd. of Health and the Health Officer for Passaic. The registered nurses employed work entirely for the benefit of needy poor in the City. During the month of May this project made the following report which may be taken as a typical example of the work performed.

1. Bedside Nursing

431 calls

9 patients received daily dressings

1 child received daily hot oil massage for  
paralysis condition

2. T.B. Clinic - Friday, Monday and Tuesday

3. Baby Clinics - Wednesday at schools, Thursday at Reid  
Memorial Library and Municipal Bldg.

4. School Clinic and follow-up visits to homes of children  
every day.

5. Baby Welfare calls, including visits to homes, information  
and demonstration pertaining to hygiene and routine care  
334 calls.

6. Birth certificates delivered to homes - 30.

7. Pre-natal calls - 21

PUBLIC HEALTH (Continued)

8. School calls - 47.
9. Camp calls (for histories of children) 68.
10. Chest clinic calls - 129
11. Contagion calls - 2
12. Vaccinations and Immunizations (Assisted) 98.

SCHOOL NURSING - NORTH ARLINGTON

Official Project      #65-22-5380

Work Project          #1-546

State Serial          #1-2-5154

Description & Location:      To provide an assistant nurse to aid the regular school nurse in her duties and to perform routine work in the public schools. Lincoln School, North Arlington, N.J.

Sponsor:      Board of Education

Federal Funds:      \$840.      Sponsor's Contribution:      \$36.

Number Employed:	Male	
	Female	<u>1</u>
	Total	1

The regular school nurse in this borough was physically unable to handle all the cases committed to her charge due to their number and kind. As a result serious neglect in some cases was the result. And so on March 9, 1936, an assisting nurse, provided through the operation of this project, reported to the regular nurse and since then has been of invaluable assistance to her.

Through her aid to the nurse, the health of the school children has been maintained and bettered and as such a better scholastic standing and greater happiness to the children results.





SCHOOL NURSING

Official Project #65-22-1722

Work Project #1-124

State Serial #1-2-5128

Description & Location - Roosevelt School, Fairlawn. Nurse to assist regular nurse in the performance of her duties in the checking of health of school children; preparing and maintaining records and files and the dissemination of information thereto in the Borough of Fairlawn.

Sponsor - Board of Education, Borough of Fairlawn

Federal Funds \$840.00 Sponsor's contribution \$60.00

Number employed:	Male	-
	Female	<u>1</u>
	Total	<u>1</u>

This project, which began operation on November 1, 1935, is definitely valuable as an aid to the regular school nurse. The worker employed is a graduate nurse from relief rolls. She assists in the examination of school children for general health and physical defects and wherever possible conducts health campaigns to improve and maintain general health conditions.

PUBLIC HEALTH NURSING

Official Project #65-22-1544

Work Project #1-197

State Serial #1-16-5007

Description & Location - Board of Health, Mill St.,  
Paterson, N. J.  
Public Health nursing service under  
Supervision of Paterson Board of  
Health working with close cooperation  
with the Visiting Nurses Association.  
These nurses check up and refer to  
clinics the families of the unemployed  
and needy poor.

Sponsor - City of Paterson

Federal Funds \$30,468.00 Sponsor's Contribution \$1,920.00

Number employed:	Male	2
	Female	<u>28</u>
	Total	<u>30</u>

This project which began operation on November 8, 1936 and was formerly under the direction of the E.R.A., is now operating in cooperation with the Paterson Board of Health. The Project serves the unemployed and needy by maintaining clinic and bedside nursing service, teaching home hygiene and first aid and performing routine nursing work at Paterson hospitals and schools. Bi-monthly reports submitted by the Project show an average of 286 new cases visits, and 775 follow-up visits in the homes. At child welfare stations, in each two weeks period an average of 60 children receive toxoids, 40 vaccinations and 480 receive examination and treatment.

Beside routine health examination, all persons who require expert medical treatment are referred to the proper Clinics for care. This work is continuous in nature and is vitally necessary for maintaining good health, among the needy.

PUBLIC HEALTH NURSING

Official Project #65-22-3143

Work Project #765-2-61

State Serial #2-9-5063

Description & Location - Nurses for Home Visits to Needy  
throughout Township of Weehawken.

Sponsor - Board of Town Council

Federal Funds \$5940.00 Sponsor's Contribution \$200.00

Number employed:	Male	-
	Female	<u>14</u>
	Total	<u>14</u>

The purpose of this project is to improve health conditions of the underprivileged families of the Township of Weehawken. This work has been badly needed for some time, but due to the enforced curtailment of the town budget its operation was impossible.

This project, under the Works Progress Administration, was put into operation on November 18, 1935, and consists of home visits and personal contacts of trained nurses with families throughout Weehawken. The workers report to the Town Hall and are under the supervision of the Board of Health and work in cooperation with the hospitals. The staff consists of fourteen nurses. As patients, who still need attention, but cannot afford to remain at the hospital, are dismissed from the wards, the names are given to the nurses on this projects. They make the home visitations and give the necessary care and medical aid.

To date, eighty-four cases have been investigated and medical services rendered. Several cases have extended over a period of two months where daily care is given.

A complete daily record of every case is kept at the office. Although many need care for a long period of time, there are others who need attention for only a few days, while some require only a change of dressings, etc.

In addition to nursing services rendered, these workers made a survey of the number of children vaccinated and innoculated, with the following results:

<u>Vaccinated</u>	<u>Not Vaccinated</u>
439	1143
<u>Innoculated</u>	<u>Not Innoculated</u>
337	1266

PUBLIC HEALTH NURSING (Continued)

From a total of 3,186 children, it was found that 439 are vaccinated; 337 are innoculated; while 1,143 are not vaccinated and 1,266 are not innoculated. Every effort is being made to have a bill adopted in the Township making vaccination and inoculation of children compulsory.



SECURE ATTENDANCE FOR PHYSICAL EXAMINATION

Official Project #65-22-3148

Work Project #3-91

State Serial #3-7-5075

Description & Location - Attendance at Venereal Disease Clinic,  
Newark, N. J.

Sponsor - Dept. of Public Works - Board of Health

Federal Funds \$12,864.00 Sponsor's Contribution \$307.00

Number employed:	Male	5
	Female	<u>10</u>
	Total	<u>15</u>

The primary objectives of this project are two-fold:

1. To contact families, a member of which had visited the clinic, and to acquaint them with the necessity of learning whether or not they were infected.
2. To visit delinquent cases with a view of getting them into the clinic for treatment.

During the health survey conducted by the personnel of the projects from Nov. 8, 1935 to June 1, 1936, 8,473 visits were made. The visits were to the following:

A. Delinquent cases -	1. Female, white	366	
	2. " colored	3778	
	3. Male white	417	
	4. " colored	<u>1460</u>	6588 TOTAL

B. Special Investigations -	1. Female, White	36	
	2. " Colored	269	
	3. Male White	48	
	4. " Colored	<u>132</u>	485 TOTAL

C. Family Social Histories Taken -			
1. Social Histories Known		944	
2. " " not "		<u>456</u>	1400 TOTAL
			visits made

A. 70% or 5,962 cases reported to the clinic for physical examination and treatment.

SECURE ATTENDANCE FOR PHYSICAL EXAMINATION (Continued)

- B. 29.6% or 2,511 cases did not report for the following reasons:
1. Treated by private physician
  2. Could not be located.

In a report sent to the District Director, as of June 1, 1936, by the Health Officer who is directing the work of this project, the following statement is quoted: "I am sure you will agree that excellent work is being accomplished".

VISITING NURSES - OLD AGE PENSIONERS - ESSEX-COUNTY WIDE

Official Project #65-22-3146

Work Project #833-3-100

State Serial #3-7-5089

Description & Location - Visiting Nurse Service for Old Age Pensioners, Essex County

Sponsor - Board of Freeholders-Essex County Welfare Board

Federal Funds \$14,112. Sponsor's Contribution \$1,724.

Number employed:	Male	-
	Female	<u>17</u>
	Total	<u>17</u>

On November 8, 1935 this project with a personnel consisting of two Registered Nurses, Twelve Practical Nurses and a Clerk Time-keeper, was started under the direct supervision of the Director of the Old Age Pension Bureau that functions as part of the Essex County Welfare Board. Since November 8, 1935, the following are the accomplishments:

1. Twenty-two Municipalities were visited, continuously
2. 2,478 New Cases were visited
3. 525 Bedside care patients were visited.
4. 224 Visited for Home Hygiene purposes
5. 1,211 Visited for Mental Hygiene purposes
6. 1,379 Visited where Old Age Pensioners needed two or more visits per week

The work of this project has increased markedly in volume as a result of legislation that reduced the Old Age Pension requirements to 65 years instead of 70.

OCCUPATIONAL THERAPY

Official Project #65-22-4253

Work Project #3-294

State Serial #3-7-5109

Description & Location - Occupational Therapy - Overbrook  
Hospital - Cedar Grove, N. J.

Sponsor. - Essex County Board of Freeholders

Federal Funds \$2,580.00 Sponsor's Contribution \$700.00

Number employed:	Male	-
	Female	<u>3</u>
	Total	<u>3</u>

Experimental work in connection with the Occupational Therapy Program for the female patients of wards, including knitting, basket-making, braiding rugs, etc.

Three experienced workers started on this project Dec. 18, 1935. Classes were organized and supervised by them in various arts and crafts such as basket and rug making, knitting, etc. These workers also have assisted the Director of Physical Education in recreational work, organized play and other routines conducted by the Hospital for the benefit of the patients.

The results of the work of this project are being studied by the Hospital staff, under the direction of Dr. Guy Payne, superintendent, with a view of determining the curative effect of recreation and occupation on these patients.



ASSISTANCE TO SCHOOL NURSES

Official Project #65-22-5862

Work Project #3-353

State Serial #3-7-5043

Description & Location - Assisting School Nurses - Schools of Newark.

Sponsor - Board of Education

Federal Funds \$37,056.00 Sponsor's Contribution \$1,250.00

Number employed:	Male	3
	Female	44
	Total	47

Although this project has been in operation since February 11, 1936 the personnel employed as of June 1, only numbered thirteen, an audiometer operator, eleven assistant nurses and a timekeeper. The assistants are located in fifteen schools throughout the school system.

It is the function of these assistants to work with the regular nurse in filing and recording case histories of the examined child. The findings of the audiometer operator are also written up for permanent record of each child examined.

The personnel will be curtailed over the summer months.

SCHOOL HEALTH RECORDS - PERTH AMBOY

Official Project #65-22-1543

Work Project #4-179

State Serial #4-12-5075

Description & Location - Nurses to assist in weighing children daily inspection and in completing school health records.  
Public Schools, Perth Amboy, N. J.

Sponsor - Board of Education, Perth Amboy, N. J.

Federal Funds \$2,800.00      Sponsor's Contribution \$200.00, also scales, chairs, desks and Nurses' equipment, and supervision of Supervising Nurse.

Number employed:	Male	-
	Female	<u>3</u>
	Total	<u>3</u>

Types of work involved:

Weighing and measuring pupils  
First aid  
Clinic work  
Assisting with doctor's examination

Task: Purpose of project and each type of work involved: To assist in weighing children, daily inspection and checking up on general health conditions in the schools. Types of work involved are listed above.

What has been accomplished in a general way since project started:

The benefits derived from the project are: A more thorough check and follow-up of undernourished cases was made possible. Children were weighed more frequently and more home contacts were made by the School Nurses.

The project was started November 13, 1935.

TUBERCULOSIS SURVEY - CHILDHOOD

Official Project No. 65-22-4267

Work Project No. 4-260

State Serial No. 4-12-5043

Location & Description: Tuberculosis Survey, Middlesex County, N. J.

Sponsor: Board of Freeholders; Department of Public Welfare

Federal Funds: \$10,100.00

Sponsor's Contribution: \$-0. Con-  
tributes typewriters, desks, chairs,  
miscellaneous office supplies, rental  
of office space, light, heat, janitor  
service, telephone, etc. Super-  
vision of Director of Public Welfare.  
Payment of tuberculin tests and x-  
rays of all indigent cases, as well  
as the services of physicians for  
examination, etc.

Number of Employees:	Male	0
	Female	<u>13</u>
		13

Date Started: November 25, 1935

Task involved in Work and Details: As a result of a previous statistical survey, we learned that a large number of contacts directly exposed to a known case of tuberculosis, had never been tuberculin tested, x-rayed, or examined. The work outlined and followed was to get as many of these contacts, up to and including age of 18, and particularly the school children, examined, tuberculin tested, and x-rayed if necessary. The main result of which is the finding of cases in the primary or childhood type stages of tuberculosis, which would otherwise not be discovered until the disease had progressed to the stage when others would be endangered by exposure to same. By keeping such cases under care and supervision many positive or advanced cases of pulmonary tuberculosis will be avoided in the future.

The nurses interview the parents or guardians of each child listed, and explain and teach the value of the test and try to secure their consent and cooperation to have the child tested and if necessary, x-rayed. This examination, tuberculin test, and x-ray is given free to all indigent cases after an investigation has been made of their financial status. Whenever necessary, the nurses take the children to and from school, assist at clinic, read the tuberculin tests and make appointments and arrangement for x-rays of children.



# TUBERCULOSIS SURVEY - CHILDHOOD (Continued)

This project was transferred from E. R. A. to W. P. A. for completion. We had 450 contacts tuberculin tested and 177 x-rayed under the E. R. A. project. A great number of contacts refuse to be tested. However, we have continued with an evaluation study of tuberculosis clinic work in the county which, when completed and compiled, will show the development of all the positive clinic cases of pulmonary tuberculosis beginning with the first symptom up to death or recovery. This study covers a period of 10 years and includes deceased as well as living cases.

It requires first a study of all clinic records, then visiting and interviewing each case personally (at home and in Sanatoriums) concerning the beginning of the patient's symptoms, what steps they have taken, if any, to get a diagnosis made, as to how soon they have seen a physician; whether sputum examination and x-ray studies have been made; how soon they have been hospitalized or given proper treatment after diagnosis was made; the length of time they have been hospitalized and the number of periods. Also the eventual outcome of the disease, whether they became arrested cases or progressed to an advanced stage and in case of death, how long a period elapsed from the time of first symptom. One of the most important items in this study will be the determination of the effect of occupational association on the disease, as well as finding out why cases are not diagnosed or reported in the early stages of infection; and whether the fault rests with the patient for not being examined soon after the appearance of the first symptom or negligence on the part of other agencies.

Approximate amount of work accomplished:-

In connection with tuberculin tests and x-rays--From 11/25/35 to 3/9/36

No. of districts covered in county-----	47
No. of families visited-----	500
No. of visits, investigations and reports of nurses-----	1790
No. of contacts examined-----	210
No. of contacts tuberculin tested-----	164
No. of Pos. reactors-----	87
No. Neg. reactors-----	77
No. of contacts x-rayed-----	80
No. Pos. reactors (Pulmonary)-----	1
No. Diag. as Child. Type T.B.-----	20
No. Negative reactors-----	59

Amount of work completed on Evaluation Study---3/10/36 to date

No. of districts covered-----	47
No. of visits and reports made-----	1230
No. of cases completed-----	570
No. of Living Cases-----	421



TUBERCULOSIS SURVEY - CHILDHOOD (Continued)

No. of Deceased Cases-----150

Indexing and filing of reports, including tuberculin tests,  
x-rays, and case records---2213.

HEALTH SURVEY OF CHILDREN

NORTH BRUNSWICK, N. J.

Official Project No.: 65-22-4385

Work Project No.: 1976-4-262

State Serial No.: 4-12-5056

**Description and Location of Project:-**

Health survey of all children in the Township between the ages of one and sixteen, inclusive. Located in the public schools of North Brunswick Township.

Sponsor: North Brunswick Township Board of Education.

Federal Funds: \$4,275.00

Sponsor's Contribution: \$21.00 (Not including equipment and additional supplies)

Number of employed:	Male	0
	Female	<u>6</u>
	Total	6

The work consists of making a house-to-house canvass of all children in the Township of pre-school age; interviewing all school children, to determine those that have not been immunized or vaccinated; recording contagious diseases contracted and defects, if any. These records are being tabulated and filed for future reference.

Date Started: November 27, 1935

Approximate amount of work accomplished: 73%

This project has been of inestimable assistance to the School Nurse and teachers, particularly during the recent Scarlet Fever epidemic.

CHILD HEALTH BUREAU. - TOMS RIVER

Official Project # 65-22-2092

Work Project # 5-90

State Serial # 5-15-5029

Description and Location: Child Hygiene Bureau in Ocean County,  
Toms River

Federal Funds \$ 2,256.00 Sponsor's Contribution \$ 82.50

Number Employed:	Male	-
	Female	<u>3</u>
	Total	3

Under the Child Hygiene project for nurses, two field nurses and one clerk have been continuously employed by this Department since November 18, 1935. During that time they have rendered monthly reports which have been submitted also to the Bureau of Child Hygiene of the State of New Jersey.

Their reports show the following (November 18, 1935---June 1, 1936):

No. of prenatal home visits-----	157
No. of postnatal home visits-----	295
No. of visits to children under 1 years of age-----	394
No. of Preschool home visits-----	762
No. of visits on school children-----	290
No. of tubercular home visits-----	54
No. of chronic home visits-----	70
No. of orthopedic home visits-----	109
No. of social service home visits-----	51
No. of visits made with no one at home-----	278
No. of hospital investigations-----	177
No. of hospital visits-----	5
No. of meetings attended-----	16
No. of clinics attended-----	5
No. of interviews with doctors-----	85
No. of interviews with nurses-----	106
No. of interviews with others interested in health work---	56
No. of interviews with others interested in welfare work---	79
No. of Baby-Keep-Well-Stations conducted-----	2
No. of transportations-----	60
No. provided with clothing-----	121
No. provided with cod liver oil-----	31
No. of examinations in school-----	889
No. of toxin-anti-toxin treatments administered-----	69

The clerk has been employed in bringing old case records up-to-date and in making new case histories for cases handled by nurses on this project. She also handles all necessary correspondence relative to this work.



## VISITING NURSES

Official Project # 65-22-3454

Work Project # 5-114

State Serial # 5-15-5002

Description and Location: County-wide visiting nurse service  
in Ocean County

Sponsor: Ocean County Board of Frecholders

Federal Funds \$ 3,024.00 Sponsor's Contribution \$ 2,860.00

Number Employed:	Male	-
	Female	<u>2</u>
		2

This project was started November 25, 1935 with two persons, one nurse and one clerk, employed. The nurse has contacted 74 cases needing bedside care as follows:

Two maternity, thirty medical and forty-two surgical cases.

The cases were referred through the ERA physicians and neighbors and have required from one call to daily visits for weeks. 28 of the cases have needed transportation to doctors' offices, hospital for treatment or X-ray. One case of pulmonary tuberculosis was transported to a State Institution for an X-ray and diagnosis - our Association car was used for transportation.

The nurse when not engaged in bed-side nursing, has assisted our regular staff nurse with educational work. In five instances she gave demonstrations to mothers on the care of heads for treatment of pediculosis - one demonstration treatment was given in care of scabies. She also assisted the regular staff with chest clinics and in follow up of communicable disease.

In the office, the clerk has assisted with nursing records - made out monthly reports, answered telephone and assisted with office work in connection with the nursing cases.

The nurse has demonstrated to the community and the physicians the need and value of a bed-side nursing program. Since the project was for the needy poor, much material relief has been necessary. The nurse called on the Red Cross and Parent-Teacher's Associations and other organizations for help in getting supplies.

The opportunity of working on this project has been beneficial to both workers. The nurse has improved in appearance and spirits. She has

thoroughly enjoyed getting back to her profession, and although Public Health Nursing is new to her, she has adjusted to it very nicely.

The project has also been very beneficial to the Health Association, as it has for years wanted to include bed-side nursing in its program, but has not had sufficient personnel. This has proved to the Board of Directors the value of this part of the program, and may result in money being made available for continuance of this work after the project has been discontinued.

SANITORIUM FOLLOW-UP-WORK - MORRIS TOWNSHIP

Official Project # 65-22-4434

Work Project # 2027-6-184

State Serial # 6-14-5028

Description and Location: Shongum Sanatorium Follow-Up Nursing  
Project

Sponsor: Board of Freeholders - Morris County

Federal Funds \$ 2,240.00      Sponsor's Contribution \$ 600.00

Number Employed:	Male	0
	Female	<u>1</u>
	Total	1

Patients discharged from the County Tuberculosis Sanatorium require periodical inspection and care for some months after their discharge. This project carries on the inspection work since many patients become "cases" again if they go without periodic care after their discharge.

The nurse on this project has inspected 600 old cases dating from 1914 up to the present date. She handles approximately 50 general cases a week although on clinic days the number of cases increases. She has different cases each week. The nurse is also doing follow-up work for a short time on State Sanatorium cases, at the rate of 8 to 10 cases a week.

SANITARIUM FOLLOW-UP NURSING

Official Project # 65-22-4434

Work Project # 2027-G-134

State Serial # G-14-5028

Description and Location: Shongum Sanitorium Follow-Up Nursing

Sponsor: Board of Freeholders, Morris County

Federal Funds: \$ 2,240.00      Sponsor's Contribution \$ 600.00

Number Employed:	Male	0
	Female	<u>1</u>
	Total	1

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## VISITING NURSES

### COUNTY-WIDE

Official Project # 65-22-1054

Work Project # 5-134

State Serial # 5-13-5003

Description and Location: Visiting Nurses throughout Monmouth County

Sponsor: Monmouth County Board of Freeholders

Federal Funds \$ 5,868.00

Sponsor's Contribution \$ \_\_\_\_\_

Number Employed:	Male	-
	Female	<u>8</u>
	Total	<u>8</u>

Two negro nurses and a negro dietician have been employed in a negro section of Monmouth County where there is a conglomeration of about 7,000 negroes. These nurses and the dieticians have worked in the homes of the negroes in this district under the supervision of a negro nurse who has her degree in Public Health from Teachers College, Columbia University.

These nurses have taken care of the sick, have given instruction in home hygiene and care of the sick to the families and have concentrated on the control of venereal disease and of tuberculosis. The negro dietician has given lessons in the homes of the negroes, gathering groups together in different homes teaching them how to prepare food and how to get the best value out of the food which is supplied in a low budget.

The nurses have their headquarters in a charming little health center situated in the district and the dietician has a room specially fitted up for her work there where classes are also carried on. These women have done much to raise the morale of the negroes in the community and to teach them how to care for themselves in sickness and in health.

In addition, five practical nurses have been employed under the supervision of graduate Public Health Nurses. These women have assisted the nurses in the care of the chronically sick and have acted as house-keeping aides in the homes where there was illness or where the bread winner or the mother was ill or in the hospital. They have given bed baths to chronic patients, always under supervision, and have helped prepare food for the children and have helped with sewing, house cleaning, etcetera.

These five women are working in five different localities and are doing splendid service and in addition are being taught by the Public Health Nurses in order that they may be better prepared either to earn their own living or to take care of themselves and their families in a

VISITING NURSES (Continued)

more **scientific** manner.

These practical nurses have rendered inestimable service in communities whose population totals about 55,000 people.

Two of these practical nurses have been taking care of chronically ill patients for whom the county assumes responsibility in the county Welfare House.

PUBLIC HEALTH NURSING

Official Project #65-22-6105

Work Project #8-377

State Serial #8-4-5033

Description & Location - Public Health Nursing to the needy.  
This project is on public property of Camden Board of Health, Camden County, N. J. It will furnish nursing care to the needy poor and unemployables and increase their knowledge of home hygiene.

Sponsor - Board of Freeholders for American Red Cross.

Federal Funds	<u>\$3,840.00</u>	Sponsor Control	<u>\$1,631.80</u>
		Total	<u>\$5,471.80</u>

Number employed:	Male	-
	Female	4
	Total	<u>4</u>

This project started under W.P.A. on June 15, 1936, with a personnel of one Red Cross Nurse for the summer season. An increase of personnel to three Red Cross Nurses and one clerk are anticipated for the winter months.

The purpose of this project is to increase the scope of knowledge of Home Hygiene and care of the sick among the people of Camden County, especially among the under privileged.

During this period of operation, 15 group classes of 12 lessons each have been given, with certificates of merit given to those completing the course. This project has been of great value, especially to the negro population of Camden County. Estimated length of project, one year.

PUBLIC HEALTH NURSING

Official Project #65-22-5850

Work Project #9-279

State Serial #9-1-5031

Description & Location - Public Health Nursing to the needy

Sponsor - Board of Commissioners, Atlantic City, N. J.

Federal Funds \$7,920.00 Sponsor Control \$4,600.00

Number employed:	Male	-
	Female	<u>10</u>
	Total	10

The following is the report of the W.P.A. Workers assigned to the Health Department in a survey of Tuberculosis.

227 Patients visited

Rechecking of contacts

Checking for deaths

Clinical contacts

Pine Rest contacts



## A SUMMARY

### W.P.A. SERVICE IN NEW JERSEY LIBRARIES

Libraries, because of the varied work to be done, have been able to use many people who could not be used in other public institutions, and the New Jersey Libraries were able to use to advantage many women and a number of men who had been trained in widely different lines.

By placing these people in libraries the W.P.A. has been able to give employment to a type of woman worker that it would have been extremely difficult otherwise to place, and has at the same time been of immeasurable service to the libraries of New Jersey. Together with other institutions, libraries have been hard hit this past year. Many with endowments found themselves without income as the investments were not paying, many that were partly supported by private contributions found that those who had been giving money no longer had money to give.

Sixteen libraries have been kept open more than half time with the help of the W.P.A. workers during this past year.

Eighteen emergency libraries have been put in operation in townships with the help of the W.P.A. workers. All of these libraries are in needy communities, suffering greatly from unemployment, where it has taken sacrifice to give anything toward keeping the libraries going. When it was found that aid could be had in the matter of library workers, the citizens of the community took heart and raised money for light, heat, rent and janitor service and built shelving with W.P.A. workers.

With the aid of these workers fairly normal hours of opening have been maintained in fifty-two libraries, which would have had to drastically cut these hours without this help. These workers have not taken the places of regular employees.

A union catalogue has been made of the books in the county libraries of the state for use at State Headquarters. An index of special material hard to find has been constructed. A union catalogue of special material in libraries of the state is being made. A catalogue of pamphlet material of special interest to the state is being made. More than one hundred thousand books have been collected, cleaned, mended, and put in circulation throughout the state. Material on public and school libraries of the state, historical and statistical, was collected and digested for the Planning Board and their findings were collated and put into shape to present to the New Jersey Library Association, from this is being planned a program for growth of work in the state.

Ninety-seven bibliographies have been made on subjects of permanent interest in the state and thirty-four bibliographies for organizations on matters of current interest.

A Reading List for elementary schools and a Basic Reference List for the high schools of the state has been compiled with the help of these workers.

Libraries have been arranged and indexed in one hundred and two elementary schools. In thirty-two high schools these workers have brought the library to the standard necessary for approval by the State. This has been done from the ground up as little beginning has been made.

Special work, much needed, is being done in seventy-one libraries.

In addition to this the book menders have returned to service in the State of New Jersey more than 985,210 books.

Technical work is being brought up to date in one hundred and three libraries.

One whole county has had its schools and public libraries put on a good working basis and so maintained with the aid of these workers.

These workers are serving in 136 public libraries and the Public Library Commission serving the State.

Picture collections for the use of the Public and schools have been mounted and filed in forty-two libraries.

Inventories of stations and main library and school collections in all of the schools in the county library systems have been made in seven county library systems.

Posters and puppet shows for use in the libraries and schools have been made for one county library system serving ninety-one schools and thirty-two communities. These posters and puppet shows will be loaned anywhere in the state.

The book collection has been completely reorganized in twenty-seven libraries with librarians in charge of other workers.

A survey has been made of the reading interests of the communities in eleven municipalities.

In fourteen libraries the borrowers have been re-registered.

The music collection and victrola records have been catalogued and annotated in one county library system serving about 80,000 people.

Books have been re-numbered and re-arranged in thirty-two libraries. Newspaper articles prepared weekly in fifteen libraries.

Reading clubs and work with the unemployed has been maintained in thirty-six libraries with these workers.

Historical collections in three libraries have been catalogued and the books of two historical societies have been catalogued so that they

will be useful to the whole state.

Rooms have been decorated in eleven libraries.

A special collection of drama in a university library has been catalogued and put in shape for lending to the libraries of the state.

Special collections have been catalogued in nine libraries.

In a collection available for the whole state the titles of foreign books have been translated into English for the book card and for the catalogue card so that this collection can be administered by a person not familiar with foreign languages.

Index of newspapers has been made in seven counties for a Union List of newspapers for the United States to be published by the government. Pamphlet material has been put in order in sixteen libraries.

A check list of State documents available has been made for the state.

In forty-seven libraries book collections have been sorted and cleaned. In forty-one libraries the back work of cataloguing and classifying has been brought up to date.

This is beside the service that has been given in keeping libraries open and serving the unemployed, the C.C.C. camps, the W.P.A. workers, and those with more leisure because of shorter working hours.

Unfortunately, in many libraries much of this work was underestimated and remains unfinished because there was not sufficient time. It is also true that many who have been enabled to keep open longer because of these workers would have to shorten hours and give up some service,

There are still tens of thousands of books to be mended, and returned to service. Library stations to be opened to give service, hundreds of picture collections to be made, rooms to be renovated, and many libraries to be catalogued. The libraries of New Jersey are serving 650,000 more borrowers with 20% less money than in 1930.







CATALOGING, MENDING AND INDEXING SCHOOL LIBRARY BOOKS  
HAWTHORNE, N. J.

Official Project #65-22-5943

Work Project #1-466

State Serial #1-16-5177

Location and Description: High School Library, Parmlee Avenue,  
Hawthorne, New Jersey.

Sponsor: Boro of Hawthorne

Federal Funds: \$1,560.00 Sponsor's Contribution \$120.00

Number employed:	Male	-
	Female	4
	Total	4

To institute a library, including the collection of books, the repairing, mending, recording, cataloging and card indexing. It involves a house-to-house canvass of Hawthorne, Fairlawn, Prospect Park, North Haledon and the repairing and mending of the books.

This project was approved January 15, 1936 and actual operation commenced on January 29. There were employed 4 girls and altho request was made for this work to continue for a period of 6 months, it was completed in less time. Therefore the project was finished and closed on April 28, 1936.

CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-6023

Work Project #1-474

State Serial #1-2-5191

Description & Location: High School, River Road, Bogota, N.J.

Sponsor: Board of Education

Federal Funds \$650.00 Sponsor's Contribution \$50.00

Number employed: Male	-
Female	<u>1</u>
Total	<u>1</u>

Supply clerical assistance in the office of the Supervising Principal to aid in the revising course of study for entire school system, Elementary and High School Grades, type up forms, list names and addresses of book companies, and materials and supplies to be used for the course; index and coding attendance and intelligence and vocational guidance test records and records of individual student achievement for 1934.

On February 5, 1936, 1 female clerk typist reported and since then has been assisting the Supervising Principal in revamping the school system course of study. This work involves the typing of forms, filing and indexing the data necessary for the completion and setting up of this work. The Supervising Principal has been pleased with the type and efficiency of her assistance and advises that without her aid this work could not have been done.

CLERICAL ASSISTANCE, BOARD OF EDUCATION  
PARK RIDGE, N.J.

Official Project #65-22-6607

Work Project #1-483

State Serial #1-2-5169

Description & Location: High School, Park Avenue,  
Park Ridge, New Jersey

Sponsor: Board of Education

Federal Funds \$780.00 Sponsor's Contribution \$60.00

Number employed:	Male	-
	Female	<u>1</u>
	Total	<u>1</u>

Clerical Assistance in the office of the Supervising Principal to compile and index intelligence tests, attendance records, and students records and files. This is not current work, but work for 1934; and although project is located at the High School, it takes care of work for the Elementary School and High School covering about 1,000 students.

Operation on above commenced on February 5, 1936.

There is employed on this work, one clerk typist; supervision and timekeeping being performed by Supervising Principal.

In addition to supplying the materials: such as, paper, pencils, ink, pens, clips, etc. the sponsor also supplies the space, heat and light and furnishes all necessary equipment, such as typewriter, desk, chair, etc.

CLERICAL ASSISTANCE, CODIFYING AND INDEXING REPORTS  
EAST PATERSON, N.J.

Official Project #65-22-6606

Work Project #1-482

State Serial #1-2-5109

Description & Location: Borough Hall, East Paterson

Sponsor: Borough of East Paterson

Federal Funds \$780.00 Sponsor's Contribution \$60.00

Number employed: Male -  
Female 1  
Total 1

Clerical Assistance in the offices of the Borough clerk, codify and index minutes of Boro Meetings, report of Borough Departments, correspondence, Borough resolutions and compiling and indexing records in Tax Collector's office.

This project operated for a period of one month having started February 4, 1936 and was suspended March 3, 1936. During that period one female clerk assisted the Boro Clerk in the following:

Recopying, typing and indexing the 20 meeting records of the  
Borough Council.

Compiling 20 Resolutions

Compiling and indexing 500 tax bills and notices.

The project was about 10% complete when suspended by Sponsor.



CLERICAL ASSISTANCE, BOARD OF EDUCATION  
RIDGEWOOD, N.J.

Official Project #65-22-6608

Work Project #1-484

State Serial #1-2-5178

Description & Location: Board of Education, 49 Cottage Place,  
Ridgewood, New Jersey

Sponsor: Board of Education

Federal Funds \$650.00 Sponsor's Contribution \$50.00

Number employed:	Male	-
	Female	<u>1</u>
	Total	1

Provide clerical assistance for the office of the Superintendent of Schools to revise course of study the school system, and compile and index attendance and student records.

Clerical work of a varied type has been performed under this project. One female clerk typist started on February 5, 1936 and during the foregoing period has been aiding the Superintendent of Schools in carrying out the purpose of this project.

Detailed reports of the student body were compiled and indexed for use by the Principal. This data neatly prepared will be of valuable use to the Board in bettering the School System of the Village. The total enrollment of 7 schools throughout the village is 2861.

CLERICAL ASSISTANCE, HEALTH DEPARTMENT - HACKENSACK, N. J.

Official Project #65-22-6613

Work Project #1-490

State Serial #1-2-5220

Description & Location: 90 Essex Street, Hackensack

Sponsor: New Jersey Department of Health

Federal Funds \$780.00 Sponsor's Contribution \$90.00

Number employed:	Male	--
	Female	1
	Total	<u>1</u>

**Clerical Assistance** in the office of the New Jersey Department of Health at Hackensack to compile and index health records.

Due to the reduction of the State Budget, clerical aid was not available in the office at the above address. On February 3, 1936, a female clerk-typist reported to the District Health Officer and set to work on the functions of this project. Valuable health data regarding morbidity cases of approximately 4 years back were compiled and indexed. Disease case reports for 1935 were prepared and compiled to be made available to Physicians and Health Officials for future use. Reports on court decisions affecting health cases in Bergen County were compiled and indexed for use in the Department of Health.

CLERICAL ASSISTANCE - BOARD OF EDUCATION - HAWTHORNE, N.J.

Official Project #65-22-6134

Work Project #1-492

State Serial #1-16-5014

Description & Location: High School, Parmlee Avenue &  
Harburton Avenue, Hawthorne

Sponsor: Board of Education

Federal Funds \$3,120.00 Sponsor's Contribution \$365.00

Number employed:	Male	-
	Female	4
	Total	<u>4</u>

Provide clerical assistance in the offices of the Supervising Principal and Business Manager of Board of Education, to compile and index attendance records and student scholastic records and files. This work involves all the records for 3500 students from the first to twelfth grades in the six Public Schools of the Boro.

This project started operation on February 3, 1936, under the direction of the Business Manager of the School System and the individual supervision of the various principals of the Public School System. In the operation of this project, the records and minutes of the Board of Education were compiled, filed and indexed. Also in the six offices of the public schools throughout the Borough, the students attendance records and scholastic records of the pupils were tabulated, filed and indexed. A complete permanent record of the students such as the above involves the research and study of all supplementary reports and files and the same was done under this project.

SCHOOL CLERICAL ASSISTANCE - RUTHERFORD, N. J.

Official Project #65-22-6331

Work Project #1-521

State Serial #1-2-5149

Description & Location: Senior High School, 54 Eliot Place  
and Mortimer Avenue,  
Rutherford, New Jersey

Sponsor: Board of Education

Federal Funds \$5,700.00 Sponsor's Contribution \$420.00

Number employed:	Male	-
	Female	<u>7</u>
	Total	<u>7</u>

Clerical assistance for Principals of eight schools to check attendance records, stamp and record new textbooks and school library books; check and record intelligence and achievement tests, take inventory of textbooks, arrange and bring up to date student records and files and assimilate and correlate college record materials and achievement of Rutherford College students.

The persons employed on this project commenced work on February 24, 1936, under the supervision and timekeeping of the supervising principals.

The Sponsor supplied all necessary heat, light and space as well as equipment consisting of typewriters, desks, chairs, tables, mimeographs, etc. - in addition to his financial contributions.



CLERICAL ASSISTANCE - SCHOOL LIBRARY

Official Project #65-22-5378

Work Project #1-412

State Serial #1-2-5126

Description & Location: Clerk to assist in school library, to examine and mend school books; also to mount and paste various instructive pictures on cardboard for classroom use and assist in general library work. School, Hooper Avenue, Fairlawn, N.J.

Sponsor: Board of Education, Boro of Fairlawn, N.J.

Federal Funds: \$660. Sponsor's Contribution: \$216.

Number Employed:	Male	
	Female	<u>1</u>
	Total	1

On this project the space and equipment will be supplied by Sponsor. The timekeeping and superintendence will be performed by the supervising principal. Operations commenced on Jan. 15, 1936.

This work is so diversified and of such a nature that it cannot be measured in units of work or accomplishments.

CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project      #65-22-5941

Work Project          #1-414

State Serial          #1-2-5170

Description & Location:      Clerical assistance to check records of the school system, together with a house-to-house canvass to determine the number of children between the ages of 1-20 in the Village and to make a permanent index card record of same.  
49 Cottage Place, Ridgewood, N.J.

Sponsor:      Board of Education, Ridgewood, N.J.

Federal Funds:      \$363.      Sponsor's Contribution:      \$32.

Number Employed:	Male	
	Female	<u>1</u>
	Total	1

One clerk-typist works on this project and is under the supervision of the Supervising Principal. Equipment such as, paper, stencils, pencils, typewriter, chairs, and space, heat and light are supplied by the Sponsor. Operation on this project commenced on Jan. 14, 1936.

CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project      #65-22-5944

Work Project            #1-415

State Serial            #1-2-5183

Description & Location:      Provide clerical assistance for office  
   of Superintendent of Schools to revise  
   course of study for entire school  
   system.  
   School #1, Magnolia Ave., Hillsdale, N.J.

Sponsor:      Board of Education, Hillsdale, N.J.

Federal Funds:      \$726.      Sponsor's Contribution:      \$60.

Number Employed:	Male	
	Female	$\frac{1}{1}$
	Total	1

This project was commenced on Jan. 14, 1936 and employed one clerk-typist at a monthly rate of \$60.50. Superintendence and timekeeping are performed by Supervising Principal.

The work is of such a diversified nature that it cannot be measured in units. Work includes typing, drawing up forms, listing various text books, to be used in connection with the course of study, listing names and addresses of book companies, listing materials and supplies to be used for this new course.

Space, equipment and supplies are provided by Sponsor.





CLERICAL ASSISTANCE, MENDING AND  
CATALOGING BOOKS, ENGLEWOOD, N.J.

Official Project      #65-22-1557

Work Project          #1-206

State Serial          #1-2-5112

Description & Location:    Dwight Morrow School, Englewood, N.J.  
Supply School Library help for mend-  
ing, cataloging, arranging indexing  
and distributing and receiving books.

Sponsor:    Board of Education, Englewood, N.J.

Federal Funds:    \$1,896.00    Sponsor's Contribution:    \$400.00

Number Employed:	Male	
	Female	<u>2</u>
	Total	2

This project employs two (2) junior clerks who assist the regular school librarian with her work. These women help to index, mend, catalogue, arrange and distribute books in the library, beside giving aid to school children regarding reference work and required reading.

The clerks receive a security wage rate of \$71.50 for 130 hours work each month.

This project began operation on November 8, 1935, and is a continuous type, service project.

## RECONDITIONING LIBRARY BOOKS

Official Project #65-22-5959

Work Project #2766-2-215

State Serial #2-9-5042

Description & Location: Hoboken-Reconditioning  
Library Books

Sponsor: Board of Commissioners

Federal Funds \$26791.75 Sponsor's Contribution \$1170.00

Number Employed:	Male	0
	Female	48
	Total	48

On January 27th, 1936, forty-eight women and one man were assigned to work at the Hoboken Free Public Library, under the Works Progress Administration.

A number of workers were immediately placed on washing books and scraping sides, also on mending leaves with transparent tissue. Another group of clerical workers, while awaiting the delivery of typewriters, aided considerably in the Research Department, checking the library books answering to symbols found in the various indexes. After the machines arrived all these people were put to work copying the card catalogue which was badly in need of modernizing.

The remainder of the workers were instructed by a representative of one of the supply houses (Gaylord Bros.) in the art of bookbinding and sewing the books. Were it not for this W.P.A. project, these books would have had to remain in poor condition on the shelves, as no library budget could allow for so great a number to go to binder. The books were then renumbered, shellacked, and placed on the shelves in perfect condition and in readiness for the readers. This good work must be seen to be fully appreciated.

There are groups employed at six libraries throughout Hudson County. The following is a summary of the work accomplished at this particular branch in Hoboken.

### RESEARCH DEPARTMENT

### TOTAL

Number of Subjects looked up

217

### CATALOGUING DEPARTMENT

Checking Alphabetically Catalogue Cards  
Recopying of Shelf List

255  
12,964

RECONDITIONING LIBRARY BOOKS (Continued)

<u>JUVENILE &amp; ADULT CIRCULATING DEPARTMENT</u>	<u>TOTAL</u>
--	--------------

Scratching Labels	9,116
Washing & Scraping	12,404
Book Marking	14,339
Lacquering	7,152
Books Blackened	9,809
Sewing & Binding	514
Completed Books	1,587

TYPING DEPARTMENT

Typing Catalogue Cards	4,746
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CLERICAL ASSISTANCE IN LIBRARY - NEWARK COLLEGE OF ENGINEERING

Official Project #65-22-1994

Work Project #3-87

State Serial #3-7-5025

Description & Location: Cataloguing, indexing, re-classifying,  
and rearranging volumes. 367 High St.,  
Newark, N.J.

Sponsor: Newark College of Engineering, Chas. J. Kiernan, Supv.  
of Industrial Relations

Federal Funds \$7320. Sponsor's Contribution \$650.

Number employed:	Male	9
	Female	<u>0</u>
	Total	9

Cataloguing, indexing, and re-arranging volumes in library and assisting departmental offices in indexing and filing various records.

The nature of the work on this project consists of many types of work in the various engineering departments and in the college library. Under the direct supervision of the College librarian, the work of cataloguing, indexing, and re-arranging books and periodicals, together with clerical and technical work in the various engineering departments, has progressed satisfactorily and is approximately 60% complete. Old records in the reference room have been checked and a list of graduates and former students completed, indexed and filed.

This project will make available, more readily, to present and future students, the volumes in the library which are used in the preparation of their studies and assistance will be rendered to departmental officers in carrying on the Educational Program as developed by the College.



ASSISTANCE IN LIBRARY SERVICE

Official Project #65-22-3172

Work Project #1068-3-137

State Serial #3-7-5009

Description & Location - Assistance in Library Service in  
School Libraries in Newark

Sponsor: Board of Education

Federal Funds \$70,476. Sponsor's Contribution \$2200.

Number Employed:	Male	20
	Female	<u>68</u>
	Total	88

On November 15, 1935 this project with a personnel of 88, was opened under the sponsorship of the Board of Education.

The men and women are doing invaluable work in the School Libraries. In each of the six high schools, two assistant librarians were placed who assist the regular librarians in preparing exhibits, and bibliographies in conjunction with the work done in the class rooms. These men and women also help in the filing, cataloguing and indexing work of the libraries.

One Assistant librarian has been placed in each of fifty grammar schools. It is the function of these people to enlarge and assist where there is already an established school library. Cataloguing of the books, pictures and magazines has been a major accomplishment.

In those schools where there was no library it was the function of the W.P.A. worker to create one. In many instances, heaps of dusty, forgotten books, pamphlets, magazines and unmounted pictures, with no permanent room, was the situation confronting the worker. New libraries have been established in these schools with modern card index systems, installed in permanent quarters which are of immeasurable aid to the students and teachers.

In the Research Library located in the Board of Education Administration Building there are twenty-six assistant librarians and clerks. These men and women assist the teachers from the entire school system in preparing material, bibliography for class room work; catalogue, index and file as the necessity for this type arises; prepare mailing lists of new books and pamphlets for the school libraries.

The personnel will be reduced materially through the summer months because of the closing down of the schools throughout the City.

BOOK REPAIR - JUDGES' OFFICES - NEWARK

Official Project #65-22-958

Work Project #3-203

State Serial #3-7-5070

Description & Location: Rebinding & Repairing Books in Law  
Library and Judges' Chambers. Court  
House, Newark, N. J.

Sponsor: Board of Freeholders, Jerome Reicheimer, Supv.

Federal Funds \$1290. Sponsor's Contribution \$710.

Number Employed:	Male	2
	Female	<u>1</u>
	Total	3

Rebinding and repairing of law books in Law Library of the Essex County Court House and the Judges' Chambers.

Three Junior clerks, employed since November 15, 1935 have cleaned and repaired 7500 volumes and treated with a preservative oil 3300 volumes.

With the completion of the work of this project the law books will be in better condition than they have been for many years and of greater service to the citizens of Essex County who may use them in the years to come.

ASSISTANCE TO LIBRARY SERVICE

Official Project #65-22-1559

Work Project #3-204

State Serial #3-0-5001

Description & Location: Cataloguing, mending, typing, inventory, filing, etc. - 10 Municipal libraries in Essex County.

Sponsor: N. J. Public Library Commission, Sarah B. Askew, Sec'y.

Federal Funds \$97984. Sponsor's Contribution \$ none

Number Employed:	Male	35
	Female	<u>72</u>
	Total	107

Cataloguing, mending, typing, inventorying, filing, classifying, bibliographical work, picture collection, etc., to enable libraries to give more service and to provide library service for those districts without it. This covers 10 municipal libraries in Essex County and the State Teacher's College.

Clerks, Library workers, skilled workers, stenographers, book-binders, picture collectors, publicity workers, trained librarians, teacher librarians, and chemists to the total of 107 have been employed with the work of this project since November 20, 1935, in the 10 municipal libraries and their branches in Essex County.

Prior to the inception of this library project, many departments of the libraries in Essex County were closed due to the lack of funds in the various municipalities. Work was accumulating, books were being lost and stolen and children's rooms were closed. With the money and man-power of the W.P.A. much has been accomplished to alleviate these conditions.

In the Montclair library a complete re-indexing system has been installed, together with mending, re-lettering and re-cataloguing some 60,000 volumes.

In Verona the children's room was re-opened with magazines, pamphlets, etc. being re-classified, indexed, and catalogued.

The index system in the Bloomfield library had fallen behind and the children's room was open only part time. Through the help of W.P.A. the index system is being brought up to date and the children's room is now open full time.

ASSISTANCE TO LIBRARY SERVICE (Continued)

With the help of W.P.A. the Glen Ridge library has been completely reorganized, the shelves have been moved and an entirely new system installed. All this work now being done by W.P.A. will prove of tremendous value not only for the present but will serve future generations as well.



SCHOOL LIBRARY

Official Project #65-22-1777

Work Project #3-277

State Serial #3-7-5066

Description & Location: Organization and development of a  
school library at Elmwood Street  
School, East Orange, N. J.

Sponsor: Board of Education

Federal Funds \$2,580. Sponsor's Contribution \$1,177.

Number Employed:	Male	2
	Female	<u>1</u>
	Total	3

A library in the Elmwood Street School in East Orange has been a tremendous benefit to the Educational program of the school. From December 3, the workers have put in 2285 man hours and have lettered in gold 1600 books; 1700 have been washed and reconditioned and 200 books re-bound. Over 10,000 pictures were collected and classified and 18,000 have been mounted, lettered and filed. Besides accomplishing this work, they have had six exhibits as follows:

- |    |       |                       |
|----|-------|-----------------------|
| 1. | March | Birds                 |
| 2. | March | Flowers and Gardens   |
| 3. | April | Trees                 |
| 4. | May   | Costumes of the World |
| 5. | May   | Evolution of Ships    |
| 6. | June  | Games and Amusements  |

LIBRARY BOOK MENDING - SOUTH ORANGE

Official Project #65-22-5729

Work Project #3-315

State Serial #3-7-5122

Description & Location: Mending & Cleaning Books in the  
Library in South Orange

Sponsor: South Orange Public Library

Federal Funds \$780. Sponsor's Contribution \$250.

Number Employed:	Male	0
	Female	<u>2</u>
	Total	2

The mending and cleaning of 5000 books in the South Orange Library has supplied a great need in the community. There are also 3000 magazines that need re-covering and 500 pictures to be mounted, besides the classifying of the books and magazines.

CATALOGUING BOOKS IN ELEMENTARY SCHOOL LIBRARIES

Official Project #65-22-6131

Work Project #3-366

State Serial #3-7-5213

Description & Location: To catalogue and list all books  
in the Elementary School Libraries  
in Irvington

Sponsor: Board of Education

Federal Funds \$850. Sponsor's Contribution \$ None

Number Employed:	Male	0
	Female	<u>1</u>
	Total	1

The school libraries in Irvington were handicapped by the lack of a central catalogue of all the books in the library system. The W.P.A., supplying a trained librarian, has enabled the schools properly to set up this system, which is of great value to the educational program.

By getting the books in condition, cataloguing, and arranging those they never previously used, the children are taking a new interest in reading.

ESTABLISH EXTENSION LIBRARY - EAST ORANGE

Official Project #65-22-6465

Work Project #3-425

State Serial #3-7-5234

Description & Location: Establishing extension library in school where no library is now established. Nassau School, East Orange, New Jersey.

Sponsor: Board of Education.

Federal Funds \$2,530.00 Sponsor's Contribution \$ 89.00

Number Employed:	Male	3
	Female	<u>0</u>
	Total	3

The extension library project at the Nassau School is a very necessary service as it will add greatly to the educational program of the above school. This service could not otherwise be undertaken, due to insufficient funds. The librarian from the East Orange Public Library considers the work being done by the W.P.A. Workers so valuable that she gives the workers special instruction in the most modern method used in libraries. About 100 books a day are circulated and at the close of the school term about 20,000 books had been used by the children. They have also mounted 200 pictures pertaining to studies in the various classes and many books needed repairing and rebinding.



BOOKBINDING - NEW BRUNSWICK

Official Project #65-22-1698

Work Project #903-4-115

State Serial #4-12-5088

Description & Location: Bookbinding. To collect and bind technical and scientific papers and journals thus making them more accessible to scientists and the public. N.J. Agricultural Experiment Station.

Sponsor: N. J. Agricultural Experiment Station.

Federal Funds \$840.00 Sponsor's Contribution \$84.00

Number employed:	Male	1
	Female	<u>0</u>
	Total	1

During the period from November 1st, 1935 to May 31st, 1936 approximately 175 books were bound and 50 repaired.

Scientific journals, United States Department of Agriculture and Experiment Station publications which are received in the paper covered form have been collated, sewed by hand, trimmed, backs rounded and glued, supers adjusted, and the whole bound in cardboard and partially covered with buckram. Several unbound reports of soil surveys which included maps, have had the plates removed and mounted individually before binding together.

The second group included the partial resewing of the volumes, the mending of torn pages and covers, and the insertion of loose leaves.

Due to the extra demand made on the facilities of the Library by the W. P. A. there are constantly books which need repair. There are in storage several hundred unbound domestic and foreign agricultural papers which should be bound to make them more accessible to our readers and to prevent loss.

RECATALOGUING LIBRARY BOOKS

Official Project #65-22-5730

Work Project #4-310

State Serial #4-12-5139

Description & Location: Cataloguing, typing, mending, filing, classifying, and taking inventory of books in library to set up a reference file, for reference work in library and schools. Raritan Township Library, Woodbridge Avenue, Lindeneau, N.J.

Sponsor: Raritan Township Committee

Federal Funds: \$1,320. Sponsor's Contribution: Desks, chairs, typewriters, card board, paste and other necessary library equipment and supplies.

Number employed:	Male	0
	Female	<u>2</u>
	Total	2

Task involved in work: Pictures are cut from newspapers, National Geographic and other publications. These are sorted in relation to continents, countries, states and cities and are then mounted on card boards 14" x 9 $\frac{1}{2}$ ". Catalogue slips are typed and pasted on the left hand corner of the mount, and stamped with the library stamp. They are then sorted and catalogued for filing alphabetically in steel filing cabinets.

Date Started: January 22, 1936

Approximate amount of work accomplished: Approximately 6840 mounts have been prepared, sorted and filed; this work comprising approximately 20520 cut-outs.

REPAIRING AND CATALOGUING SCHOOL LIBRARY BOOKS

Official Project #65-22-5946

Work Project #4-311

State Serial #4-12-5160

Description & Location: Repair and catalogue Library & text books in South Plainfield Schools.

Sponsor: Board of Education, South Plainfield, N.J.

Federal Funds \$880.00 Sponsor's Contribution: typewriter desks, chairs, stationery, cards, repairing supplies, light, heat etc.

Number employed:	Male	1
	Female	<u>1</u>
	Total	2

Started: January 27, 1936.

Task involved in Work: Covering, repairing, and recording all use of books. Repairing, cleaning, and keeping in shape all text-books in use. Making inventory of all books and supplies, rearranging and completing a new record system for accounting of all books and supplies.

Approximate amount of work accomplished: The results obtained by this service to the schools cannot be fully enumerated. However in the few months during which library facilities were made available by the centralization work in the Grant School there were more than fifteen hundred books used by the pupils in the Primary group, about twenty-four hundred books were used by the middle school, and more than fourteen hundred by the Departmental section. This makes a total of approximately fifty-three hundred withdrawals for the period of operation, about four months.

In the Roosevelt school the library was opened for a shorter period, approximately three months. During this time, with 521 books available there were twenty-eight hundred forty-nine withdrawals from the library. In both schools the increased use made of the books shows how valuable to the boys and girls this service has been.

One worker was very adept at book repairing and in rebinding. No accurate record was kept of the books reconditioned, but it is safe to say several hundred were redeemed for use both among general text-books as well as library reference books.

## REPAIRING AND CATALOGUING SCHOOL LIBRARY BOOKS (Continued)

A library of mounted pictures has been started and much work has been done in accumulating desirable pictures. These were mounted and catalogued for ready reference by pupils and teachers. Such a picture library makes available a rich supply of valuable reference materials and can be continuously enlarged as time and current materials become available.

Another sub-project has been that of accumulating copies of the National Geographic Magazine. Complete issues from 1914 up to the present time are being secured. These magazines are being pulled apart and the articles, individually, are being bound with a suitable colored cover sheet. Each has a title lettered on the cover sheet, and then all are catalogued and filed with cross reference for ready use. This geographic source material cannot be secured in any other way and is more pertinent to pupil interest than most books.



REPAIRING LIBRARY BOOKS

Official Project #65-22-6499

Work Project #4-563

State Serial #4-12-5176

Description & Location: Clean, repair and classify library books in the school system of the Borough of Milltown. Milltown School, Church St., Milltown, N. J.

Sponsor: Board of Education

Federal Funds \$520.00      Sponsor's Contribution: \$18.00 (Not including sponsor's supervision, desks, chairs, light, janitor service, etc.)

Number employed:	Male	0
	Female	<u>2</u>
	Total	2

Task involved in work and details: Segregating books and discarding those that are not usable, listing same for future re-cataloguing.

Mending books, which includes pasting, sewing, binding, covering and pasting labels on books with typed titles and authors.

Cataloguing new books purchased, making index cards and filing same. Pasting pockets for library cards on both old and new books.

Date started: May 11, 1936

Approximate amount of work accomplished: The work involved is about 25% complete.

LIBRARY BOOK REPAIR - BELMAR

Official Project #65-22-839

Work Project #5-45

State Serial #5-13-5001

Description & Location: Book Repair in Belmar Library

Sponsor: Borough Council of Belmar

Federal Funds \$1,400.00 Sponsor's Contribution \$187.50

Number employed:	Male	0
	Female	<u>2</u>
	Total	2

The Belmar Free Public Library has had two Works Progress Administration workers since November 26th.

They have rebound seven hundred books, rebacked three hundred fifty books, and inserted pockets in two hundred others.

Their work has improved the appearance of the library and has made otherwise useless books available for circulation.

They have made copies of book lists for school. They bound two hundred National Geographic Magazines for school.

During the summer they are to mount some National Geographic Magazine pictures and rebind some books for school.

LIBRARY BOOK REPAIR - MATAWAN

Official Project #65-22-1714

Work Project #5-82

State Serial #5-13-5029

Description & Location: Book Repair in Matawan Library

Sponsor: Matawan Boro Council

Federal Funds \$2,084.00 Sponsor's Contribution \$176.68

Number employed:	Male	0
	Female	<u>3</u>
	Total	3

This project employing three people was started in December. The following is the work that has been accomplished:

- 1316 books repaired by Toronto method
- 1219 Adult books catalogued
- 613 Gift books prepared for the shelves
- 1892 Adult books shelf listed
- 200 Juvenile books shelf listed
- Pictures and clippings cut from 150 magazines

Before the project was placed in operation the librarian was extremely doubtful of the ability of the personnel obtainable for this type of work. At the present time she says that the work is being beautifully done and she does not think it would have been possible to obtain any more suitable and conscientious workers.

## LIBRARY BOOK REPAIR

Official Project #65-22-3380

Work Project #5-108

State Serial #5-0-5003

Description & Location: County-wide book repair and library work in Monmouth County

Sponsor: Public Library Commission of New Jersey

Federal Funds \$8,556.00 Sponsor's Contribution \$ \_\_\_\_\_

Number employed:	Male	0
	Female	<u>10</u>
	Total	10

This Project was placed in operation in November 1935 and the personnel has been placed in six different libraries throughout the county. There are many requests for this service and whenever the work is finished in one library the workers are transferred to another municipality.

One worker is employed in the Freehold Public Library. Her work consists of book repair, picture mounting and clipping material for bulletin board and vertical file. Approximately 2500 books have been repaired and restored to circulation. The number of clippings vary from week to week but approximately 2000 of them have been filed and indexed.

One worker is employed in the Oceanic Library at Rumson. This worker is an experienced librarian and has been employed in cataloguing the books in the library collection. She has catalogued approximately 4000 books since the inception of the project in November. In addition to cataloguing, she has withdrawn and mended all worn out books. In this work she has one person from the Youth Administration, who is being trained in book repair to assist in this work. The librarian in charge has no time for this work and the library, being a small one, has no available funds. Both the librarian and the trustees are very appreciative of the benefits of the highly efficient work done by this trained worker.

Three workers are employed in the Middletown Township libraries, with headquarters at Navesink. One of these workers has had library training and is doing the cataloguing. The other two workers are used for indexing, filing and mending. During the past months much has been accomplished toward the betterment of the Middletown Township Library, for instance, during this period--

2,280 books have been catalogued

2,280 books have been prepared for circulation

2,550 books have been thoroughly mended

216 bindery books were prepared for circulation



## LIBRARY BOOK REPAIR (Continued)

The bills and letters of the Township Library, collecting since 1921, were arranged, classified and filed.

The Shelf List consisting of over 15,000 titles has been revised and thoroughly arranged and brought up-to-date. The Discarded Shelf List and the Discarded Card File have been arranged and revised.

Inventories have been taken of all library books at the ten township schools; at the Middletown and River Plaza branches; also at Leonardo Belford, Port Monmouth, East Keansburg, Red Bank and Everett stations.

One worker has started a revision of the Township Library Catalogue. This is a gigantic but most important task to be accomplished.

The Township librarian appreciates the fact that she has been very fortunate to have received such excellent workers. They are all extremely interested in their duties; have become excellent in their line, and work most harmoniously together.

The Board of Trustees and the librarian thoroughly appreciate this service and sincerely hope that they may be able to keep their workers for some time to come. There is still plenty of work to be done. It has been a perfect gift to this library which is extremely poor but very energetic.

This project has made it possible to keep more books in active circulation and to keep up all of the normal services of this township library to the public. Without this assistance many such services would have been discontinued at a time when the people needed them most.

Two workers were placed in the Matawan Schools, one in the High School, and one in the grammar school. They have catalogued and mended all the books in the libraries in both schools, including many new books donated to the schools. Their work here will be finished on June 19th. At that time they are to be transferred to the Long Branch Public Library.

At Manasquan there were two workers employed from November to March. Since that time only one person has been employed. The first work done was sorting and rearranging the books in the stock room. Good duplicates which might be needed for future replacements were put in one section. Books which might be used for reference, but for which there was little call, were placed in another section. Old Books which might be of special value were removed from the stock room and locked up with other such books by the librarian. Superfluous duplicates and other books not wanted by the library were placed on shelves to be sold. Fifty-three of these books have been sold so far. This left shelf space for books which were badly in need of repair. Such books were then removed to the stock room from the shelves of the main library room. All the books in the adult fiction section of the library were then removed from the shelves, a section at a time, listed and typed in preparation for cataloguing. While this was in progress all the books in circulation were also listed and typed.

## LIBRARY BOOK REPAIR (Continued)

When these lists were completed they were checked with the catalogue and the accession books. Cards were then made out for the books not already catalogued. From time to time new books were accessioned and catalogued. Many of the books in need of repair have been mended and replaced on the shelves.

The figures on the above work are as follows:

Books removed from shelves listed and typed	3160
Circulating list	1209
Books accessioned and catalogued	485
Shelf books catalogued	210
Catalogue cards made out and filed	2085
Adult books mended	190
Children's books mended	60
Total books mended	250

The library board, as well as the librarian, seems to be pleased with the work done. Several patrons of the library have commented on the improved appearance of the shelves.

Work which remains to be done is to finish cataloguing the books in the adult fiction section, catalogue the non-fiction section and the children's section. There are also more books to be mended.

Work was started in the Red Bank Public Library employing two people in December. All non-fiction books were removed from the shelves dusted, repaired and replaced. Fiction books were selected by the librarian for repair from those in circulation. These workers average about 50 books mended and repaired per week.

The actual work consisted mostly of reinforcing the binding, putting on new backing, mending tears, erasing marks and printing and applying shellac.

The Librarian and also the Board of Directors, have been very pleased with the work apparently and have been most kind and generous in purchasing supplies to work with.

The work at the Red Bank Public Library has now been completed and on June 8th, 1936 was started at the Red Bank High School.

Many requests for these workers are received due to the fact that word has been spread among the various libraries throughout the county of the excellent results obtained by libraries already using the Works Progress Administration employees.



## INDEXING AND REPAIRING LIBRARY BOOKS

Official Project #65-22-3321

Work Project #5-117

State Serial #5-0-5003

Description & Location: Indexing and Book Repairing in Ocean  
County Libraries

Sponsor: Public Library Commission, Trenton, New Jersey

Federal Funds \$3,000.00 Sponsor's Contribution \$ \_\_\_\_\_

Number employed: Male	1
Female	<u>7</u>
Total	8

In November 1935 this project was opened in the County library with the assignment of three women workers. All of these people had had some experience in library work. The work in this library includes the operations of a public library in Toms River, the operation of various school libraries and a traveling library.

The workers spend, on an average, two days a week on the book car visiting the stations and schools. This means that they do the driving, help cart the books, stamp out the new ones and reshelve the old ones. They spend the rest of the time in the office or at one of the larger branches.

All the victrola records have been catalogued by composer and title. An author and title catalog was made for the Barnegat High School.

Since October 1, 1935, 2706 books have been mended, in the schools and in the office. This does not include new pockets and cards as we do not keep any records of those. "Books mended" means those taken apart, sewed, rebacked, etc. Once a month each girl spends a Saturday in the office taking care of general circulation which means experience in selecting books for borrowers, looking up orders, filing cards, etc. One girl has made posters for displays on special occasions during the year. After the new books are received the workers get them ready for public circulation.

These girls are gaining a great amount of experience as well as rendering a highly efficient type of service throughout the rural sections of the county. One of the workers has established a branch library in her home in Seaside Heights so that through the long winter nights the residents of this isolated beachfront town are able to obtain first class reading matter for their entertainment and education.

## INDEXING AND REPAIRING LIBRARY BOOKS (Continued)

The county librarian holds classes in library science for the purpose of teaching simple cataloguing and the Dewey classification. Through her offices they have also been able to attend some library lectures in various cities and show a real interest in the profession.

The largest single project is in the Lakewood Library where two women and one male professional book binder are employed. One of the workers is employed solely in the children's room. She issues on an average of about 60 books per day to children. In addition, she files and mends all the books in this department, an average of 10 per day mended and about 60 filed. She has also mounted about 160 pictures for this room.

The other woman is used upstairs in the main library on book mending, filing and cataloguing. The bookbinder spends his time doing the more difficult mending and the book binding. He handles an average of twenty-five books per day. The librarian reports that all these workers show a fine spirit of helpfulness and interest in their work and she does not see how they were able to get along without their help.

One worker is assigned to the Lakewood High School library. She has mended 435 books, washed and shellacked 4 sets of encyclopedias of 60 volumes, paging 145 books that were sent to the bookbinder in the Lakewood Public Library and using the Electrocraft on 150 books. At the present time she is inventorying, checking and sorting 2000 books.

One other worker is assigned to the Point Pleasant Public Library and also spends some time in the High School. She has mended approximately 400 books besides all the sorting, filing, and indexing which was necessary.

This project really covers the entire county down almost to the last isolated shack in the pines. The Works Progress Administration has made it possible for each family no matter how humble to have recreation and education brought almost to its door. Certainly without this help the limited funds allotted to the library work in this county would have prevented much of this work from being done.



LIBRARY BOOK REPAIR - ASBURY PARK

Official Project #65-22-5574

Work Project #5-161

State Serial #5-13-5047

Description & Location - Book repair in Asbury  
Park Library.

Sponsor - City Commission of Asbury Park

Federal Funds \$1,200.00      Sponsor's Contribution \$83.00

Number employed:	Male	-
	Female	<u>2</u>
	Total	<u>2</u>

This W. P. A. Library project was started on February 3rd and employs two women as book repairers, all materials and equipment to be furnished by the Sponsor. When the project was initiated it was discovered that the magazines in this library had never been covered and that most of them were in a very dilapidated condition. Work was started immediately on these in preference to book repair. To-date 10,595 magazines have been covered.

These magazine covers are of strong kraft paper and are sewed through each periodical. Fewer magazines were covered this month than last as the workers have now come to the larger and more difficult periodicals which entail drilling as well as sewing.

The work has been neatly and efficiently done and the librarian considers excellent progress has been made.

ASSISTANCE IN LIBRARY SERVICE

Official Project #65-22-3456

Work Project #6-171

State Serial #6-0-5002

Description & Location - District Wide Library Project  
Morris-Hunterdon-Somerset-Warren.

Sponsor - State Library Commission

Federal Funds \$36,108.00      Sponsor's Contribution \_\_\_\_\_

Number Employed:	Male	7
	Female	<u>26</u>
		33

The district wide library project is divided into 15 separate units or libraries. Hunterdon has 1 worker in the County Library. Morris County has 17 workers placed in 5 libraries located in Denville, Dover, Madison, Morristown, and the County Library at the County Court House. Somerset County has 9 workers placed in Bernardsville, Bound Brook, Somerville, and the Somerset County Libraries. Warren County has 6 workers in Belvidere, Hackettstown, Oxford, Phillipsburg, and Washington Libraries. These workers include clerks, skilled librarians and professional librarians.

The County Libraries through their workers reach many rural communities and provide a service that could not possibly be maintained otherwise. The project includes cataloguing, typing, mending, inventorying, filing, classifying, bibliographical work, etc., to enable libraries to give more service and to provide library service for those districts without it.

ASSISTANCE IN LIBRARY SERVICE

Official Project #65-22-3389 65-22-3388

Work Project #1832-7-242 2182-7-246

State Serial #7-0-5003

Description & Location - State House -- West State Street

Sponsor - New Jersey Library Commission

Federal Funds \$40,788.00 Sponsor's Contribution --

Number employed:	Male	12
	Female	<u>41</u>
	Total	<u>53</u>

Some of the work of the Library Project under the Works Progress Administration in District # 7 since January 1, 1936 to date.

The Library project in this district works in connection with the Public Library Commission which serves the whole State and aids all libraries. The work of the library project in this district affects the entire State. It also serves directly the County Libraries.

The Library Project in this district also serves the County libraries in Burlington and Mercer Counties. It serves the people through eighty-seven public library stations and school library stations.

The workers under this project have collected from the citizens of the State more than 35,000 books which they have also sorted, cleaned, mended, prepared for circulation and distribution to the needy libraries of the State.

They have gathered from libraries in the State, 11,000 duplicate books which they have sorted and distributed to the libraries which needed them or arranged them upon the shelves of the Public Library Commission where librarians from all over the State come to select and augment books on their shelves. Thirty-seven thousand books have been mended and returned to the shelves of public and school libraries in this district. This work of gathering and mending books has been most important at this time as the stock of every library was much depleted because of cut appropriations.

About six thousand books have been prepared and delivered to C.C.C. Camps in the State.

The workers have partly prepared and are still on a Union catalogue of the books in the County libraries of the State and of the special collections in Municipal libraries so that the work of the interloan department of the Public Library Commission can be carried on more effi-



## ASSISTANCE IN LIBRARY SERVICE (Continued)

ciently. Through the work of this interloan system, books in all libraries are made available for use in different sections of the State, saving the purchase of many books for only occasional use.

They have prepared and indexed over 7,000 pictures for a picture collection.

They have compiled twenty-seven bibliographies on important subjects relating to the State and Nation for the use of different State Organizations.

They have listed the bound newspapers in the possession of the State, Counties, and Municipalities of this district. This list is to be incorporated in a national union list of bound newspapers for the use of libraries and universities as well as the government. They are indexing material in these newspapers relating to New Jersey.

They have gathered and compiled statistics regarding the public and school libraries of the state and made a digest of this material.

They have gathered and compiled statistics regarding librarians and library workers of the state for the committee which is preparing recommendations for the training and employment of librarians and the classification of positions.

They have gathered, arranged, and filed material for the use of the library school of the State which is under the direction of the Public Library Commission which material consisted of more than 3,700 books and thousands of pamphlets.

They have found bibliographical material for four or five thousand books which were needed for reference work.

They have aided in locating more than 40,000 books which were wanted on special loan for study work.

Two public libraries have been catalogued and thirty-four school libraries are in the process of being organized and catalogued by these workers.

They have sorted and arranged the records of the New Jersey Library Association so that it forms a continuous history of the library activities.

They have revised more than 10,000 catalogue cards, and have catalogued over seven thousand books in the office of the Public Library Commission.

With the help of these workers, three libraries have been enabled to keep open an aggregate of ten hours longer a week. They have taken



ASSISTANCE IN LIBRARY SERVICE (Continued)

charge of libraries in five schools that have never had direct library service in the school.

LIBRARY INDEXING - WEST TRENTON

Official Project #65-22-5646

Work Project #3024-7-309

State Serial #7-11-5076

Description & Location - West Trenton, New Jersey  
Library indexing.

Sponsor - N. J. School for Deaf

Federal Funds \$3,640.00 Sponsor's Contribution \$5,200.00

Number employed:	Male	-
	Female	<u>7</u>
	Total	7

Approximately 7,000 pictures have been selected, cut, and mounted preparatory to indexing. These, for the most part are illustrations or pictures to be used in speech and language work, subject-units such as projects on geographical topics and for health education. They are selected so as to cover a wide range of content, much of which would otherwise remain unfamiliar to children in this restricted environment and with their language limitation. The classification, partially completed for these pictures is on a subject-matter basis, with sub-classifications on the basis of class-room projects, and individualized instruction units.

BOOK REPAIR AND ASSISTANCE TO LIBRARY SERVICE

Official Project #65-22-3390

Work Project #8-172

State Serial #8-0-5003

Description & Location - County Wide Library - Salem County.  
Cataloging, mending, typing, inventorying, filing, classifying, bibliographical work, picture collection, etc., to enable libraries to give more service and to provide library service for those districts without it. Beside covering three municipal libraries and one county library in this district, it makes it possible for library service to be extended to all of Salem County where there is no county library nor municipal library.

Sponsor - New Jersey State Library Commission.

Federal Funds \$5,556.00 Sponsor's Contribution \$ \_\_\_\_\_

Number employed:	Male	1
	Female	5
	Total	6

This project started under W.P.A. on February 10th, 1935, with a personnel of six junior clerks, under the supervision of the District Supervisor of Library Projects 8-186, 8-242 and 8-172.

Work accomplished during the period of operation is as follows:

Alloway School-List of books in school made; book mending started. Carney's Point-Lafayette School, 430 books catalogued; 219 books mended; inventory of library made.

Elmer School-List of all books in school made; about 75 books mended.

Hancock's Bridge School-Inventory of all books in school made.

Quinton School-Inventory of all books in school made; 110 books mended.

Pittsgrove Township- (Greenville, Centreton, Olivet, Willow Grove, Good Hope, Alliance, & Norma Schools) -Classed lists of all books in all schools made; 250 books mended.

Salem High School- 375 books mended; 30 National Geographic magazines bound; folios for school newspapers made; Red Cross booklets covered.

Salem Public Library-General library routine, including reshelving, mending, desk work, etc.

RECATALOGUING LIBRARY BOOKS

Official Project      #65-22-5730

Works Project        #4-310

State Serial         #4-12-5139

Description & Location:    Cataloguing, typing, mending, filing, classifying and taking inventory of books in library to set up a reference file, for reference work in library and schools. Raritan Township Library, Woodbridge Avenue, Lindeneau, N.J.

Sponsor:    Raritan Township Committee

Federal Funds:    \$1,320.    Sponsor's Contribution:    Desks, chairs, typewriters, card board, paste and other necessary library equipment and supplies.

Number of Employed:	Male	0
	Female	<u>2</u>
	Total	2

Task involved in work:    Pictures are cut from newspapers, National Geographic and other publications. These are sorted in relation to continents, countries, states and cities and are then mounted on card boards 14" x 9 $\frac{1}{2}$ ". Catalog slips are typed and pasted on the left hand corner of the mount, and stamped with the library stamp. They are then sorted and catalogued for filing alphabetically in steel filing cabinets.

Date started:    January 22, 1936.

Approximate amount of work accomplished:    Approximately 6840 mounts have been prepared, sorted and filed; this work comprising approximately 20520 cut-outs.



SCHOOL LIBRARY

Official Project #65-22-3153

Work Project #1-121

State Serial #1-2-5125

Description & Location - Clerk to assist in indexing, repairing of books and making accession tests in School Library at the Central School (Junior High School) Borough of Glen Rock.

Central School, Junior High, South Maple Ave., Glen Rock.

Sponsor - Bd. of Education, Glen Rock

Federal Funds \$660.00      Sponsor's Contribution \$120.00

Number employed:	Male	-
	Female	<u>1</u>
	Total	<u>1</u>

The work provided by this project which began operating on November 1, 1935 benefits the school children who use the Central School Library Glen Rock. The woman employed assists in maintaining library records, aids in distribution of books, helps in indexing, repairing and general library work. This project, still in operation cannot be measured by units of accomplishments because the work described is routine in nature.

CLERICAL ASSISTANCE TO LIBRARIES

Official Project #65-22-2080

Work Project #1-152

State Serial #1-0-5003

Description & Location - County Wide, Passaic County. Cataloguing, typing, mending, inventory, filing classifying, bibliographical work, etc. to enable libraries to give more service. This covers 26 municipal libraries and two school libraries.

Sponsor - New Jersey Public Library Commission, Trenton

Federal Funds \$31,740.00

Number Employed:	Male	4
	Female	<u>23</u>
	Total	27

In Passaic County, this project covers libraries in Paterson, including five branches, Hawthorne, Little Falls, and North Haledon. Twenty-four clerks are employed, who assist librarians in general librarians, who are skilled and trained in library service. Some workers do research work in connection with the history of the district, and another, an artist, is engaged in restoring paintings for the Paterson library. This project started operation on November 13, 1935 and is a continuous type service project.

CLERICAL ASSISTANCE TO LIBRARIES

Official Project #65-22-2081

Work Project #1-153

State Serial #1-0-5003

Description & Location - Sparta Library: Sparta: Sussex County Cataloguing, typing, mending, inventory, filing, classifying, bibliographical work, etc., to enable libraries in those counties to give more service, and provide library service for those districts without it. This covers 26 municipal libraries and two school libraries.

Sponsor - New Jersey Public Library Commission, Trenton

Federal Funds \$600.

Number employed:	Male	-
	Female	<u>1</u>
	Total	1

This project, which began operations on November 13, 1935, employs one woman who acts as clerk for the library. The work performed consists of cataloguing, filing, indexing, book-mending, and general library work. The duties involved are of a diversified nature and therefore cannot be measured in terms of definite accomplishment.

CLERICAL ASSISTANCE TO LIBRARIES

Official Project #65-22-2082

Work Project #1-154

State Serial #1-0-5003

Description & Location - County wide, Bergen County  
Cataloguing, typing, mending, inventory,  
filing, classifying, bibliographical  
work, etc., to enable libraries in those  
counties to give more service, and to  
provide library service for those dis-  
tricts without it. This covers 26 muni-  
cipal libraries and two school libraries.

Sponsor - New Jersey Public Library Commission, Trenton

Federal Funds - \$43,500.00

Number employed:	Male	1
	Female	39
	Total	40

This project, which is part of the District-wide library project, operates for libraries in Bergen County. At the present time there are 29 municipal and school libraries reached by the 40 workers employed. Of these employees, 32 act as junior clerks, aiding the regular librarians with general library work, such as distributing, indexing, cataloguing, book mending, filing and classifying. Seven workers, classified as librarians, qualify for the positions because of previous library training either in practical work or library courses.

This project began on November 13, 1935. The work performed is continuous in nature and as such, cannot be measured in units of work or accomplishment.



## RECONDITIONING SCHOOL BOOKS

Official Project # 65-22-5881

Work Project # 2694-2-209

State Serial # 2-9-5129

Description & Location: Union City-Reconditioning school books,  
etc.

Sponsor: Board of Education

Federal Funds \$39,924.00 Sponsor's Contribution \$ 876.00

Number Employed:	Male	2
	Female	<u>46</u>
	Total	48

Due to an economy program throughout the Union City School System, the schools were using books which heretofore had been discarded. To safeguard the health of the children, it was essential that books be cleaned and properly repaired. It was also desirable that educational data be tabulated and that files and indexes be revised and brought up to date. Also special instructions in hygiene be tabulated and distributed to the school children. It was with this thought in mind that W.P.A. Project 2-9-5129, sponsored by the Board of Education, was started on February 3rd, of this year. The following is a list of the schools where this work is to be done during the course of its operation:

Thomas A. Edison School	107 West St.
Emerson High School	318 - 18th St.
Sara Gilmore School	815 - 17th St.
Hudson School	167 - 19th St.
Jefferson School	690 Palisade Ave.
Lincoln School	507 New York Ave.
Roosevelt School	927 Hudson Ave.
Union Hill High School	768 Hudson Ave.
Washington School	795 New York Ave.
Robert Waters School	568 Summit Ave.

During the two month period, ending April 3rd, a total of 700 books was repaired by the workers on this project. This work consists of erasing all marks on the pages of each book; eradicating all ink stains; mending all torn pages with transparent tissue and replacing torn corners with new paper edges; marking all new fly leaves and placing them on each book cover; glueing the backs of all books in preparation for new covers; cutting the edges of all books making them appear new; making and applying new leather covers.

A total of 48 workers was employed at the end of the recent period, forty-six women and two men. We must not lose sight of the fact that 95%

of these women are unskilled and have been taught to do efficient book repairing, with the result, that schools and libraries, which had no funds for getting this work done, have salvaged a great number of books. Figures show that for every \$.28 spent in labor on this type of project, \$1.00 in value has returned to the community.

## LIBRARY PROJECT

Official Project #65-22-3390

Work Project #8-186

State Serial #8-O-5003

Description & Location - County Wide - Camden County  
District Wide Library.

Sponsor - New Jersey State Library Commission

Federal Funds \$12,268.00 Sponsor's Contribution \$ \_\_\_\_\_

Number employed:	Male	1
	Female	<u>9</u>
	Total	10

This project started under W.P.A. on December 9th, 1935, with a personnel of 10 Jr. Clerks under the supervision of the District Supervisor of Library Projects 8-186, 8-242 and 8-172.

During the period of operations the following work has been done:

Camden County Historical Society - Catalogue of books copied for use in Camden County Free Library and locating Historical books and material in county.

File of Historical Newspapers of South Jersey has been put in order, wrapped and labeled. A list has been made of this material for the Union List of historical newspapers compiled by Princeton University and also for the Camden County Free Library and the Historical Society.

A valuable collection of historical maps is being repaired, classified and listed for the county library files and for the historical society.

Haddonfield Public Library - The shelf list and catalogue of the Haddonfield Library has been revised, cards for discards removed, etc.

Gloucester City Library - General library work has been carried on here where the library is under-staffed. Book mending, etc. The Gloucester Library has a large circulation and not enough regularly employed staff to care for it properly.

Camden County Free Library - Inventory. Cards for missing books have been made. Shelves searched. All this to be repeated in summer when books are in and school and station inventories completed.

LIBRARY PROJECT (Continued)

Books brought in during inventory of school libraries. All books have been rapidly sorted, shelved and set aside for cleaning and mending, expediting regular work of the library tremendously and setting us about a month ahead on getting those books in order.

Loading and unloading of the truck all winter has been done by the male worker assigned to the County Library. This work is too heavy for women members of the staff and we have no regularly employed man.

Cleaning and mending of books has been carried on all winter by W.P.A. but the number has not been counted. Several hundred must have been done.

Much unrecorded routine work, such as typing of book lists, pasting of pockets, accessioning and preparation of books, typing of cards, work in library stations in the county has been done.



RE-INDEXING SCHOOL LIBRARIES

Official Project #65-22-4429

Work Project #2030-8-195

State Serial #8-4-5086

Description & Location - Reindexing school libraries in the  
Audubon High School in the town of  
Audubon, N. J.

Sponsor - Board of Education, Audubon.

Federal Funds \$1,170.00 Sponsor Control \$132.00

Number employed:	Male	-
	Female	<u>2</u>
	Total	2

This project was started under W.P.A. on November 27, 1936, with  
a personnel of 2 Jr. Clerks.

The purpose of the project was to reindex the High School Li-  
brary in the Boro of Audubon.

Work will be completed on August 27, 1936.

## LIBRARY PROJECTS

Official Project #65-22-3391

Work Project #8-242

State Serial #8-0-5003

Description & Location - County Wide - Gloucester County.  
Cataloguing, mending, typing, inventorying, filing, classifying, bibliographical work, picture collection, etc., to enable libraries to give more service and to provide library service for those districts without it. Beside covering three municipal libraries and one county library in this district, it makes it possible for library service to be extended to all of Gloucester County where there is no county library nor municipal library.

Sponsor - New Jersey State Library Commission

Federal Funds \$19,356.00 Sponsor's Contribution \$ \_\_\_\_\_

Number employed:	Male	2
	Female	<u>20</u>
	Total	22

This project started under W.P.A. on January 17th, 1936, under the Supervision of the District Supervisor of Library Projects 8-186, 8-242 and 8-172.

The personnel consists of 21 Jr. Clerks and one Sr. Clerk, which varies according to the season.

With the number of workers varying from 20 to 30, including one on the National Youth Administration, the Gloucester County Library Project has kept five community libraries open--Clayton, which was established under E.R.A. auspices about two years ago, Glassboro, Newfield, Plainville, and Westville, and has had workers in twenty-eight schools, including four high schools. In some of these schools work was done for a short time, and in some it was started at the beginning of the project, (January 1936) and is still going on.

The emphasis in most schools has been on organizing and repairing books and materials already in the schools, so that listing, in some instances cataloguing, mending and building up the information files of pamphlets, clippings and pictures have been the general activities. In two schools where the work has been especially successful, the worker took full charge of the reference work, recreational and remedial reading, poe-

## LIBRARY PROJECTS (Continued)

try and reading clubs as well as of the cataloguing, mending and bibliographic work. In the public libraries attention has been paid to publicity and to building up the book collections, mostly by gifts, and by loan collections from the New Jersey Library Commission.

In the course of the work 10,898 books have been circulated, 4220 books mended (i.e. resewed and recased) and many given minor repairs, 2114 books catalogued, about 7000 pictures mounted, and about 8000 manuscripts examined and arranged.

RE-INDEXING SCHOOL LIBRARIES

Official Project #65-22-5771

Work Project #807-8-287

State Serial #8-4-5049

Description & Location - Re-indexing school libraries and clerical assistance of the Clara S. Burrough Jr. High School, the Cramer Jr. High School, the Woodrow Wilson High School and the Camden High School, in the city of Camden.

Sponsor - Board of Education, Camden.

Federal Funds \$2,340.00    Sponsor Control \$204.00

Number employed:	Male	-
	Female	<u>4</u>
	Total	<u>4</u>

This project started under W.P.A. on January 30, 1936 with a personnel of 4 Jr. Clerks, and will continue for a period of nine months.

The school libraries in the City High Schools and Junior High Schools will afford much greater and more complete service to the teachers and students upon completion of this project, as curtailment of the school budget has made the repair, recataloguing and re-indexing of school libraries could not be attempted by present personnel at this time.



ASSISTANCE TO LIBRARY SERVICE

Official Project #65-22-3382 65-22-3383 65-22-3384

Work Project #9-94 9-187

State Serial #9-0-5003

Description & Location - Libraries of Atlantic, Cape May and Cumberland Counties for the purpose of cataloguing, typing, mending, inventorying, filing, classifying, bibliographical work, etc., to enable libraries to give more service and to provide library service for those districts without it. This covers two county libraries and four local libraries in Atlantic, Cape May and Cumberland Counties.

Sponsor - New Jersey Public Library Commission of Trenton, N. J.

Federal Funds \$8,316.00 Sponsor Control \_\_\_\_\_

Number employed: Male 2  
Female 7  
Total 9

This project, operating in the three counties of the Ninth District, has given great assistance to the regular staff employed in the libraries, in work which they do not have a great deal of time to devote to.

In most instances, thousands of books have been restored to a condition of usefulness; cards have been filed; inventory of books has been taken.

The following gives an approximate amount of books mended and cards filed:

Atlantic County	1,000 books	1,000 cards
Cape May County	3,000 "	3,000 "
Cumberland County	7,000 "	7,000 "

TEACHING ASSISTANCE AT MUSEUM - NEWARK

Official Project #65-22-1951

Work Project #3-151

State Serial #3-7-5023

Description & Location - Technical and professional assistance  
to make resources of the museum more  
available to the public.

Sponsor - Dept. of Public Affairs.

Federal Funds \$11,600.00 Sponsor's Contribution \$475.00

Number employed:	Male	3
	Female	<u>3</u>
	Total	6

The Newark Museum is receiving technical and professional help in the restoring of exhibits. This is being accomplished by developing the mineral exhibits, the arts and crafts collections and refinishing antique furniture. Certain sections of the museum which mean a great deal to the people of Newark could not be maintained were it not for the W.P.A. assistance.

REARRANGE GEOLOGICAL MUSEUM - NEW BRUNSWICK

Official Project #65-22-3414

Work Project #1698 4-223

State Serial #4-12-5113

Description & Location - Rearrangement of Geological Museum. Preparation of exhibits and arrangement of teaching collections. Project is located in Geological Hall, Rutgers University, New Brunswick, N. J.

Sponsor - Rutgers University

Federal Funds \$7,284.00 Sponsor's Contribution \$1,117.50

Number employed: Male 5  
Female 1  
Total 6

Work was actually started November 18, 1935. The Geological Museum is being reorganized for teaching purposes. The minerals, rocks, ores and fossils are being rearranged and new exhibits prepared.

The artist has completed 4 paintings illustrating the scenery and life of former geologic periods. The paintings are on canvases. They are as follows:

1. A marine scene of Cretaceous time showing a Mosasaurus (a pre-historic swimming reptile) pursuing a fish. A Pteranodon, an extinct flying reptile, is in the air.

2. A lagoon during Jurassic time. In the foreground a Plesiosaurus is pursuing an Ichthyosaurus (extinct swimming reptiles.) A flying reptile, Rhamphorhynchus, is in the air, and Jurassic plants are painted on the cliffs in the background.

3. A Cretaceous landscape with three different kinds of dinosaurs: Tyrannosaurus rex, a carnivorous dinosaur, in the foreground and Triceratops and Hadrosaurus in the background. The plant life is illustrated by oak, pine, sassafras, willow, birch, cycads, and bull-rushes.

4. A carboniferous forest, illustrating the characteristic trees of the coal age: Lepidodendrons, sigillaria, Calamites, etc. growing on the edge of a swamp. The typical reptiles, amphibians, and insects of Carboniferous time are also shown.

REARRANGE GEOLOGICAL MUSEUM - NEW BRUNSWICK (Continued)

Preliminary studies are now being made for two additional paintings:- One of early mammal life on the western plains and the other of pre-historic man. Additional paintings are planned for backgrounds for the wall panel cases.

OTHER WORK ACCOMPLISHED

Construction of a cabinet containing 500 trays for the storage of specimens.

Remodelling of old storage cabinets to make deeper trays for large specimens.

Construction of a desk for the museum registration book.

Construction of a lecture room desk containing 17 drawers for lecture material.

Construction of six bases for new table display cases. (In preparation.)

Moving of museum exhibition cases and new moulding put around bottoms of 12 of these cases.

Construction of a wall panel case.

Construction of a large map case.

Large wall chart (lettered) giving the main divisions of geologic time with the estimated length of each, the important mountain-building and crustal disturbances, and the characteristic animal and plant life of each period.

Painting geologic cross-section across the U. S.

Rearrangement of a large display of dinosaur footprints in shale. An iron railing was removed and the stone slabs have been embedded in sand and surrounded by a wooden frame.

Rearrangement of specimens (now in progress.)

Card catalogue of 1000 lantern slides

Card catalogue of 1000 reprints

(This means the typing of 5000 cards for lantern slides and 2000 cross-file cards for reprint catalogue.)

200 specimen labels.

Typing lists of specimens.



ENGINEERING AND PLANNING - PATERSON

Official Project #65-22-1955

Work Project #1-117

State Serial #1-16-5119

Description & Location: Engineering and planning assistance for developing a comprehensive recreational program. City Hall Annex, Paterson, N.J.

Sponsor: Board of Recreation, City of Paterson, N.J.

Federal Funds \$9,232.00 Sponsor's Contribution \$557.00

Number employed:	Male	16
	Female	<u>0</u>
	Total	16

Operations began on this project on November 1st, 1935.

The work on this project consists of engineering field surveys and the drawing of plans for playgrounds and recreational centers.

Some of the finished drawings and plans formed a part of the WPA Exhibit at the NEC Exhibition at the Armory in Paterson on May 27th, 28th, 29th and 30th, 1936.

Supplement written and approved to complete the present project.

TOPOGRAPHICAL MAPS - RAMSEY, N. J.

Official Project #65-22-2094

Work Project #1-118

State Serial #1-2-5119

Description & Location: Preparation of a topographical map of the Borough of Ramsey, showing contours, buildings and all physical features affecting the development of the Borough. Engineer's Office, Ramsey, N.J.

Sponsor: Borough Council, Borough of Ramsey.

Federal Funds \$7,300.00 Sponsor's Contribution \$671.00

Number employed:	Male	17
	Female	<u>0</u>
	Total	17

Operations began on this project on November 18, 1935. This map, when completed, will form the basis for the study of a complete sewerage system for the Borough of Ramsey according to which sections in important areas could be constructed as needed in conformity with a general plan. The map will also be valuable for the assessor in that it will show each building and will become the basic map from which the Zoning Board can prepare a general plan for the future development of the Borough to be used later by a planning board as a master plan.

TRUNK SEWER SURVEY - FAIRLAWN

Official Project #65-22-1781

Work Project #1-125

State Serial #1-2-5144

Description & Location - For securing data on a trunk sewer adjacent disposal plants, complete investigation of Radburn plant and center. It is intended to make a complete sanitary study of the Borough of Fairlawn. Borough Engineer's Office, Fairlawn, N. J.

Sponsor - Borough of Fairlawn.

Federal Funds \$5,748.00 Sponsor's Contribution \$546.00

Number employed:	Male	13
	Female	<u>2</u>
	Total	15

Operations began on this project on November 4, 1935. The work consisted of investigation of the Radburn sewer disposal plant, as to capacity and adaptibility to future expansion, investigation of the capacity of existing sewer lines and pumping stations and certain chemical sewerage tests in order to plan a future sewer system throughout the entire Borough of Fairlawn.

Project completed on March 20, 1936.

HACKENSACK SEWER MAP

Official Project #65-22-1728

Work Project #1-127

State Serial #1-2-5173

Description & Location - Hackensack - Sewer Map.

To obtain field data to make possible the compilation of a complete sewer map of the city. City Engineer's Office, City Hall, Hackensack, N. J.

Sponsor - City of Hackensack

Federal Funds \$9,672.00 Sponsor's Contribution \$1,450.00

Number employed:	Male	13
	Female	-
	Total	13

Project began operation on November 1, 1935.

The work on this project consists of locating all sewer lines, catch basins and manholes, also finding the size and elevation of all pipe and manholes and plotting this information on a plan and profile map. This map will show all sewers in the City of Hackensack. Project 46% complete as of June 1, 1936.



ENGLEWOOD - STORM SEWER

Official Project #65-22-2095

Work Project #1-150

State Serial #1-2-5006

Description & Location - Englewood - Storm Sewer.

Survey of storm and sanitary sewers, including all structures connected therewith. Profile over all sewer lines. Measurement of all dead ends of sewer rods. Drawing of area and detail plans of sewer lines. Tabulation of results of surveys. Indexing of records obtained. Work being done in the City Engineer's Office, Municipal Building, Englewood, N. J.

Sponsor - City Council, City of Englewood, N. J.

Federal Funds \$6,345.00 Sponsor's Contribution \$2,601.00

Number employed:	Male	12
	Female	-
	Total	12

Operations began on this project on November 19, 1935.

The plans and data being obtained by this survey are standard required office records of the City Engineer. The city developed its Engineering Office in such a manner that records were either lost, mislaid or so poorly made that they are not of very accurate use. The work on this project consists of locating all sewer lines, catch basins and manholes. Also finding the size and elevations of all pipe and manholes and plotting this information on a plan and profile map.

PUBLIC HEALTH

Official Project #65-22-940

Work Project #1-199

State Serial #1-16-5109

Description & Location: To draw up a map to show the disease areas among the people on relief in the City of Paterson and to make certain public health laboratory tests.

Sponsor: Board of Health, Paterson, N.J.

Federal Funds \$2,694.00 Sponsor's Contribution \$200.00

Number employed:	Male	3
	Female	<u>3</u>
	Total	6

Project began operation on November 12th, 1935.

Work on this project consists of plotting on maps and charts the disease areas, progress in the control of various diseases and maps showing the various points from which milk is supplied to the City of Paterson. The clerks are working on the several index systems of the Board of Health and the bacteriologist is working on certain public health tests in the Board of Health Laboratory.

Dr. Fred Lee, Health Officer for the City of Paterson, is very well pleased with this project.

## SURVEY MAPS

Official Project #65-22-1545

Work Project #1-210

State Serial #1-2-5142

Description & Location: Triangulation and contour survey together with maps covering the entire Village of Ridgewood. Work being compiled at the Municipal Building, Ridgewood, N. J.

Sponsor: Village of Ridgewood, N. J.

Federal Funds \$6,644.00 Sponsor's Contribution \$1,400.00

Number employed:	Male	7
	Female	<u>0</u>
	Total	7

Work on this project was started on November 21, 1935.

A field party proceeded establishing monuments at various points, which were later tied together by means of triangles and computation. Village boundary lines were also established by the field party. These field notes were also plotted on a map by draftsmen.

Contours are now being established throughout the town giving the elevations in 5 foot intervals. These contours are being plotted in sections by draftsmen to conform with the village atlas.

BOUNDARY SURVEY

Official Project #65-22-3494

Work Project #1-259

State Serial #1-19-5002

Description & Location: Boundary survey of the Township of Sparta. Monumenting same at corners where roads and streams cross boundary lines. Also to prepare a map for filing at the County Court House an an authoritative document for future reference. Data being compiled at the Town Engineer's Office, Sparta, N. J.

Sponsor: Township Committee, Sparta, N.J.

Federal Funds \$4,440.00 Sponsor's Contribution \$750.00

Number employed:	Male	12
	Female	<u>1</u>
	Total	13

Project began operations on November 21st, 1935.

Owing to the rapid growth of a section of Sparta Township an authoritative map showing boundary lines was necessary. This map will form the ground work for a future tax map.

The present boundary was surveyed over 100 years ago and many discrepancies were found which this present survey will correct.



CONTOUR MAPPING FOR DRAINAGE SYSTEM, FAIRLAWN, N.J.

Official Project      #65-22-3497

Work Project          #1-282

State Serial          #1-2-5124

Description & Location:      Preparation of a contour map of the  
Boro. of Fairlawn. Work being done  
at the office of the Borough Engineer  
Fairlawn, N.J.

Sponsor:      Borough of Fairlawn, N.J.

Federal Funds:      \$7,848.      Sponsor's Contribution:      \$1,160.

Number Employed:	Male	10
	Female	<u>          </u>
	Total	10

Project began operation on December 12th, 1935.

Information is needed which can be secured from the contour map in order to design and plan a drainage system for the entire Boro. of Fairlawn, N.J.

WATER METERS - CLIFTON

Official Project #65-22-4359

Work Project #1-307

State Serial #1-16-5140

Description & Location: Locating all house connections, curb boxes, gates, dead ends, size and location of all meters. Measuring location in field. All data collected by field workers will be plotted by draftsmen on the water main map of the City of Clifton. Work compiled at the City Hall, Clifton, N.J.

Sponsor: City of Clifton

Federal Funds \$9,648.00 Sponsor's Contribution \$388.00

Number employed: Male	10
Female	<u>1</u>
Total	11

The purpose of this project is to find the exact location and size of all mains, hydrants, valves, meter pits, meters, curb boxes and services, and the correct block and lot numbers of all buildings serviced by the City of Clifton's water system. This information is being plotted on tracing cloth and will be made up in book form.

This project is not a check on a former survey nor is it compiled from maps. Every main, hydrant, building, etc., is being located in relation to the property lines and will therefore be of permanent value.

The correct lot and block number of each building served by City water is being determined by the field survey and this information in turn transferred to the ledger cards in the water department; thereby bringing the files up to date with data that was heretofore lacking and which is essential in assessing the properties in case of delinquencies in water rents. In addition to the benefits already referred to, the water department will have in its possession the information that is necessary for future construction and all emergencies that may arise.

SURVEY PARKS AND CITY HALL FOR PRELIMINARY DESIGNS

Official Project      #65-22-4431

Work Project          #1-328

State Serial          #1-16-5117

Description & Location:      To survey Municipal Building and City Hall, also 2nd and 3rd ward parks for the purpose of making preliminary designs for future alterations and additions. No plans are available for the buildings. City Engineers Office, Municipal Building, Passaic, N.J.

Sponsor:      City of Passaic, N.J.

Federal Funds:      \$10,986.      Sponsor's Contribution:      \$297.

Number Employed:	Male	12
	Female	
	Total	12

Project began operations on November 29th, 1935.

This project consists of the making of detail plans and elevations of the Municipal Building and City Hall and making reports of the conditions of these buildings and recommendations for alterations and changes.

The 2nd and 3rd ward parks are being surveyed in the field and topographic maps are being prepared showing all features, such as buildings, sewers, water lines, walks, roadways, etc.

PLOTTING WATER MAINS AND HYDRANTS

Official Project #65-22-5216

Work Project #1-419

State Serial #1-2-5192

Description & Location: Plotting water mains, hydrants, roadway boxes, curb boxes, etc., of the entire water system of East Paterson on the Boro. Water Map. Municipal Building, East Paterson, N.J.

Sponsor: Boro. Council, Boro. of East Paterson, N.J.

Federal Funds \$500.00 Sponsor's Contribution \$50.00

Number Employed:	Male	2
	Female	<u>0</u>
	Total	2

Project began operation on January 16th, 1935.

This project consisted of the location of all water mains, roadway boxes, curb boxes, valves, etc., on the Water System Map. This map is in an atlas form with each street on a separate page.

No field work was necessary on this project as all field data had been collected at an earlier date.

Project completed April 13th, 1936.



SURVEYS AND PLANS FOR PALISADES INTERSTATE PARK COMMISSION

Official Project      #65-22-6220

Work Project          #1-455

State Serial          #1-2-5240

Description & Location:      Survey and plans for restaurant  
and refreshment center, including  
layout of grounds, roads and park-  
ing system in connection with same.  
Work being compiled at the Adminis-  
tration Building, Palisades Interstate  
Park, Alpine, N.J.

Sponsor:      Palisades Interstate Park Commission

Federal Funds:      \$5,032.      Sponsor's Contribution:      \$310.

Number Employed:	Male	10
	Female	<u>          </u>
	Total	10

Project began operation on January 20th, 1936.

The surveys and plans to be prepared under this project are needed for future development of Palisades Interstate Park and contem-plates sturdy structures needed for the general public recreational use.

CARD INDEX SYSTEM

Official Project #65-22-5942

Work Project #1-413

State Serial #1-16-5168

Description & Location - Set up a card index system for motor vehicle and traffic violations, also a card index system of auto accidents to standardize with the International Association of Police Chiefs and U. S. Bureau of Investigation. Revise old system and cross index system by names and prepare a crime and accident spot map. Work being done at Police Headquarters, Hawthorne, N. J.

Sponsor - Boro. of Hawthorne, N. J.

Federal Funds \$1,269 Sponsors Contribution \$47

Number Employed:	Male	3
	Female	<u>1</u>
	Total	4

Operations began on January 14, 1936 with three clerks and one typist. These people set up a cross index system of all motor vehicle and traffic violations by name and street and also a cross index system for auto accident cases by name of the parties concerned.

These files will be of very great value to the police as a reference for new cases.

FIELD SURVEY AND MAP - CLIFTON

Official Project #65-22-5217

Work Project #1-470

State Serial #1-16-5027

Description & Location: Field survey and map of all existing storm water sewers and to establish bench marks throughout the City of Clifton. Work being compiled at the City Hall, Clifton, N.J.

Sponsor: City Council, Clifton, N.J.

Federal Funds \$3,072.00 Sponsor's Contribution \$320.00

Number employed:	Male	9
	Female	<u>1</u>
	Total	10

Operations on this project began on February 24, 1936.

This project is of vital importance to the City of Clifton due to the fact that a vast number of storm sewers have been constructed in the City of Clifton by County or State authorities and by engineers prior to the establishment of an Engineering Bureau in the City of Clifton. There are no maps or records on file showing the size of the storm sewers, those constructed, or the elevation and grade of same. This information is necessary in order that a complete study and plan may be made for the elimination of flood conditions in the City of Clifton.

In running bench marks for the storm water sewers, it will be necessary in some cases to run levels from 1 to 2 miles between the location of two different sewer mains, due to the fact that the city never had uniform bench marks.

The project is about 1/3 complete to date.

LOCATING AND MAPPING WATER MAINS, HYDRANTS, METERS, AND CURB BOXES

Official Project      #65-22-6166

Work Project          #1-473

State Serial          #1-2-5235

Description & Location:      Locating all house connections, curb boxes, gates, dead ends, size and location of all meters. Measuring locations in the field.. All data collected by field party workers will be plotted by draftsmen on maps. Work compiled at the Municipal Bldg., Allendale, N.J.

Sponsor:      Borough of Allendale

Federal Funds:      \$840.      Sponsor's Contribution:      \$125.

Number Employed:	Male	4
	Female	<u>          </u>
	Total	4

Project began operations on February 3rd, 1936.

The purpose of this project is to find the exact location and size of all mains, hydrants, valves, meters, curb boxes and services, and the correct block and lot number of all buildings serviced by the Borough of Allendale's water system. This information is being plotted on tracing cloth and will be made up in book form.



INDEX OF SHADE TREES

Official Project #65-22-6006

Work Project #1-476

State Serial #1-2-5104

Description & Location: List and index shade trees in the City of Englewood by streets, type, condition, age and size. Map showing location and types of trees. Work being compiled at the City Hall, Englewood, N. J.

Sponsor: City of Englewood, N. J.

Federal Funds \$1,826.00 Sponsor's Contribution \$45.00

Number employed:	Male	3
	Female	0
	Total	3

Project began operation on February 10th, 1936.

The tree survey has finished locating and measuring trees in two of the four Wards of the City and is now pretty well along with the Third Ward which does not have so many trees. The other Ward needs checking over to fix its status as several trees have been planted and taken out since an original survey was made.

The locating on Ward maps of the trees and data obtained has progressed almost as far as the field work, that of two wards being practically complete. The tabulation of the trees is being completed to cover the maps as completed.

## LIST AND INDEX OF SHADE TREES

Official Project #65-22-6016

Work Project #1-480

State Serial #1-2-5001

Description & Location: List and index shade trees in the Village of Ridgewood by streets, type, condition, age and size. Map showing location and types of trees. Data compiled at the Municipal Building, Hudson Street, Ridgewood, N.J.

Sponsor: Village of Ridgewood

Federal Funds \$750.00 Sponsor's Contribution \$10.00

Number employed:	Male	2
	Female	<u>0</u>
	Total	2

Project began operations on February 10, 1936 with one Recording Clerk who obtained all field information and one Draftsman who plotted field notes on street map of the village. The Shade Tree Survey has completed its map showing present location of trees, including size, location and type and plan for future planting.

Project completed May 18, 1936.

TOPOGRAPHIC MAP - RIDGEWOOD, N. J.

Official Project #65-22-6464

Work Project #1-548

State Serial #1-2-5246

Description & Location: Prepare from field survey a sewer location map. Work to be compiled at Municipal Building, Ridgewood, N.J.

Sponsor: Village of Ridgewood, N.J.

Federal Funds \$3,534.00 Sponsor's Contribution \$450.00

Number employed:	Male	8
	Female	<u>0</u>
	Total	8

Work was started on this project on March 18, 1936.

A field party proceeded locating all storm sewer drains in the village measuring distances, location of catch basins, measuring the invert elevations of all existing drains. These field notes are being plotted on a copy of the Village Atlas by a draftsman. Bench marks from which the field calculate all their elevations are also being shown on this Atlas.

DATA FOR PLANNING

Official Project #65-22-6529

Work Project #1-564

State Serial #1-2-5245

Description & Location: A project to employ personnel from relief to obtain necessary engineering data to study and design details for long time planning as regards streets, buildings, roadways, classes of construction and other physical improvements. Work being done in the Municipal Building, Ridgewood, N.J.

Sponsor: Village of Ridgewood, N.J.

Federal Funds \$7,854.00 Sponsor's Contribution \$298.00

Number employed:	Male	18
	Female	<u>0</u>
	Total	18

Work on this project was started May 12, 1936.

The personnel of this party which is divided into three field parties is now compiling data on all village streets of the following nature: width and area of streets, type of pavement, whether curbs and sidewalks are installed and other improvements existing on each street. This data will later be plotted on a village map which will show all improvements throughout the whole village and will be used for reference on future improvements.



TAX ATLAS

Official Project #65-22-4100

Work Project #1-630

State Serial #1-2-5252

Description & Location - A project to employ engineers and draftsmen to prepare a Tax Atlas including necessary field survey and the searching of all questionable parcels of property, running control traverses, computing closures and areas and compiling Tax Atlas of 50 sheets 2' x 3'. The Boro. of Paramus has an area of 10 sq. miles. Work being done in the Office of the Boro. Engineer.

Sponsor - Boro. of Paramus

Federal Funds \$12,885 Sponsors Contribution \$2,677

Number Employed:	Male	25
	Female	<u>1</u>
		26

Operations began on May 18th, 1936.

The work on this project is divided into three parts: First, an accurate survey is being made of all highways in the Borough and while this survey is being made all properties are being tied in. These surveys are being mathematically calculated as closed traverses. The second part of this work will consist of office work, of calculating the survey traverses, finding their errors of closures, then after correction, calculate coordinates for accurate plotting of the work. All property lines tied in the field will be shown on said plottings and with the aid of the deed plottings, will be placed on the map. The third part of this work will be a complete check up of the deeds of all properties in the Borough from the County Register of Deeds Office. These are then plotted up, errors in said deeds ascertained, if any, and then turned over to the engineers who will place them accurately in the completed map. On the completion of the plotting of properties the areas of same will be calculated and checked back against the deeds.

When all the properties are accurately plotted and calculated, the entire map will be traced on sheets 24" x 36", and the entire map bound into loose leaf books. These will then be filed in the Borough Offices, in the County Tax Board, County Register's Office and with the State Tax Board.

SURVEY FOR INDUSTRIAL DEVELOPMENT AND TAX PURPOSES

Official Project #65-22-3163

Work Project #768-2-64

State Serial #2-9-5052

Description & Location: Bayonne- Make survey, 5 miles square for future industrial developments for tax and planning purposes.

Sponsor: Director of Revenue & Finance, Bayonne, N.J.

Federal Funds \$30,807.50 Sponsor's Contribution \$2,870.30

Number employed:	Male	60
	Female	<u>13</u>
	Total	73

Project 2-64, City Hall, Bayonne, New Jersey, was started on December 17, 1935. Its purpose is to make a survey of the area of Bayonne, approximately five miles square, for future industrial development. The proposed survey will be made to obtain data on the enlargement of present industrial properties, buildings, etc., of the upland and submerged land. From this survey data, a new complete industrial City Map is to be made and filed with the City Commissioners, the City Tax Office, and the Chamber of Commerce.

To date, a survey has been made of about thirty-five industries. In other words, approximately fifty percent of the undertaking has been completed. In undertaking this survey, especial care has been taken not to antagonize any of the industrialists throughout the City. For the most part, these investigations have been carried on satisfactorily without making a door-to-door canvass. In a few instances where it has been felt that complete survey could not be made without entering the walls of a concern, permission has first been obtained therefor through the City Department of Revenue and Finance. In no instances, however, have the actual shops or laboratories of any plant or concern been invaded, moreover, all the rules and regulations of these concerns have at all times been strictly observed.

INDEXING AND MEASURING OF ROADS

Official Project #65-22-1703

Work Project #775-2-65

State Serial #2-9-5012

Description & Location: Jersey City-Measuring in the Field,  
Bridges and their approaches. Indexing  
and Measuring and tabulating of all  
roads.

Sponsor: Hudson County Engineering Department.

Federal Funds \$4,788.00 Sponsor's Contribution \$500.00

Number employed:	Male	6
	Female	<u>0</u>
	Total	6

Project #2-65 was started on February 18, 1936, and maintains its headquarters in the Court House, Jersey City, New Jersey.

This undertaking was instituted for the purpose of measuring in the field all bridges and approaches as to their dimensions, and the indexing of these quantities in the office of the County Engineer. Also, in order to check, measure and tabulate all roads, noting their actual conditions, so that this information might be recorded in the County Engineer's office.

The engineer, together with the axemen, (unskilled employees) spend each day in the field in the course of their duties. The stenographer takes care of the clerical end of the undertaking, -compiling and indexing the field workers observations and notations.

This project is timely in that it is helping greatly to further the aims of the Safety Campaign which is being carried on throughout the county. By checking up on the condition of bridges, their dimensions, and state of repair, a forward step is being taken in the prevention of deaths and accidents.

To date, approximately forty percent (40%) of the task has been accomplished.



## PLANS AND SURVEYS

Official Project #65-22-3144

Work Project #764-2-60

State Serial #2-9-5036

Description & Location: Jersey City-Drawing Plans and Specifications Showing Conditions County Institutions and Survey Roads, etc.

Sponsor: Hudson County Engineering Department.

Federal Funds \$11,519.50 Sponsor's Contribution \$ None

Number employed:	Male	36
	Female	<u>2</u>
	Total	38

Project #2-60, which maintains its headquarters in the Court House, Jersey City, New Jersey, began its operations on November 15, 1935.

This project was started with the purpose in mind of compiling all the data required for making whatever repairs are deemed necessary for the Hudson County Institutions. Moreover, the units of radiation, electricity, water, sewerage and refrigeration are being computed, showing the annual maintenance requirements and costs for these institutions.

A vast amount of work is being accomplished in Laurel Hill at the following places: the Alms House, General Hospital, Tuberculosis Hospital, Hospital for Contagious Diseases and the Hospital for Mental Diseases. Project employees are located at each of these institutions where they are engaged in the task of drawing plans and preparing specifications for a complete heating and water system.

In addition to this, data is being compiled for the repairing and maintenance of road surfaces, culverts and guard rails. Also, means are being sought to eliminate dangerous street intersections and to provide for proper and adequate overhead lighting, (stop and go signals). This work is being carried on throughout the county in conjunction with the Safety Campaign. By eliminating motoring hazards and thereby decreasing the number of deaths and accidents on the highways, the project will do much toward furthering the aims of this worthy drive.

Approximately thirty percent (30%) of the work has been accomplished to date.



MAPS AND PLANS FOR ENGINEERING DEPARTMENT

Official Project #65-22-4920

Work Project #2014-2-184

State Serial #2-9-5047

Description & Location: Kearny-Compiling & Indexing of Construction Plans & Maps for Engineering Department-Records for the Town.

Sponsor: Mayor & Town Council

Federal Funds \$838.00 Sponsor's Contribution \$48.45

Number employed:	Male	5
	Female	<u>1</u>
	Total	6

Project #2-184 is located in the Town Hall, Kearny, New Jersey. It commenced on December 4, 1935, with six employees.

It has been the undertaking of this project to file and index all the town maps in the Town Hall, Kearny, New Jersey. This has been quite a task in that it has involved a tremendous amount of research and painstaking study. However, once the project is completed, this work will serve as an accurate and lasting record.

To date, about sixty percent of the task has been completed.

SURVEY AND MAPPING OF STORM SEWERS

Official Project #65-22-5251

Work Project #2652-2-205

State Serial #2-9-5143

Description and Location: Union City - Complete Survey and Mapping of All Sanitary and Storm Sewers.

Sponsor: Department of Streets and Public Improvements

Federal Funds: \$18,252.00 Sponsor's Contribution: \$795.00

Number Employed:	Male	21
	Female	0
	Total	21

This project maintains its headquarters in the Municipal Building, Union City, New Jersey. Its purpose is to make a complete survey and mapping of all sanitary and storm sewers throughout Union City.

The project was started on February 3, 1936, and on April 2, 1936, the personnel consisted of a Supervisor, Timekeeper, Laborer, two Rodmen, Chainman, Surveyor, and Draftsman.

This work has entailed careful study and research, but it justifies its existence by the benefits that it will reap in the promotion of health and general welfare.

To date, approximately twenty-five per cent of the work undertaken has been completed.

SURVEY OF STREET LINES

Official Project #65-22-5094

Work Project #2686-2-208

State Serial #2-9-5002

Description and Location: Hoboken - Survey of Hoboken for  
Bringing Up to Date Property  
and Street Lines

Sponsor: Board of Commissioners

Federal Funds: \$9,782.00 Sponsor's Contribution \$2,410.00

Number Employed:	Male	17
	Female	<u>0</u>
	Total	17

Project #2-208, which maintains its headquarters in City Hall, Hoboken, New Jersey, was started on January 18, 1936. The personnel is listed as follows:

4 Chainmen	2 Transitmnen
2 Rodmen	2 Messengers
1 Typist	1 Laborer
1 Engineer	

One complete party operates in the field, making a survey of the city. This is done in accordance with the new law, and all points, lines, and building lines are to be tied with the monuments located by the United States Geodetic Survey.

Operations on this undertaking are functioning smoothly, and the men in charge are capable and experienced. The city will benefit greatly by this project, in that it will do much in future years to promote commercial and industrial growth.

To date, about one half of the work has been completed.

SURVEY AND MAPPING OF SEWERAGE AND DRAINAGE SYSTEM

Official Project #65-22-6217

Work Project #2802-2-221

State Serial #2-9-5157

Description and Location: North Bergen - Physical Survey and Mapping of Sewerage and Drainage System

Sponsor: Department of Public Works

Federal Funds: \$17,476.00 Sponsor's Contribution \$976.00

Number Employed:	Male	35
	Female	8
	Total	43

Under the sponsorship of the Department of Public Works, this project was put into operation on February 3, 1936. It consists of a physical survey and setting up of permanent records of approximately seventy-five (75) miles of sewers, considering their depth, the direction of flow, the size of the manhole heads, the size of the pipes, and the number entering into the disposal plants. It was found that there are thirty-two hundred (3200) manholes and about five thousand (5000) receiving basins covering an area of seven and a half ( $7\frac{1}{2}$ ) miles.

The personnel consists of chainmen, inspectors, engineers, and laborers, who are out in the field making the physical survey and mapping. The three typists employed on this project transcribe their findings to record cards for a permanent reference file.

This work was badly needed as this township was built up in the last twenty years through real estate developments. Each promoter had his own contractors and used individual plans. As a result, the records were incomplete and in many instances inaccurate. For instance, during this survey, many blind sewers were discovered. It was also found that sewers had to be doubled because of the amount of flow.

These records and files will be of material aid in setting tax rates, as well as compiling and completing physical survey indexes for permanent use.



SURVEY OF CITY PARKS AND PROPERTY

Official Project #65-22-6333

Work Project #3109-2-251

State Serial #2-9-5038

Description and Location: Hudson County - Topographical  
Survey of all City Parks and  
City Properties.

Sponsor: Department Parks and Public Property

Federal Funds: \$35,292.65 Sponsor's Contribution \$7,034.35

Number Employed:	Male	26
	Female	0
	Total	<u>26</u>

Project #2-251, Jersey City, New Jersey, was started on February 25, 1936, for the purpose of making topographical surveys of all city parks, including sub-surface location. Property surveys are being made of the following city properties: Point Breeze, Droyer's Point, South Cove Grant, Howell Street Property and various other plots owned by the City. This work includes the placing of concrete monuments. The project also includes an architectural survey of all municipally owned buildings and the drawing of plans necessary for repairs and alterations. The various city service buildings have been greatly in need of repairs and alterations, and it was essential that these plans be made.

This undertaking is being sponsored by the Department of Parks and Public Property, and it was urgent that the project be instituted because the Department was lacking up to date topographical maps of the city. Parks and other properties, including recently acquired tracts, were not monumented; hence, there was great confusion in leasing properties.

Each man is experienced in his particular phase of the work and all are industrious. As a result, the project is functioning smoothly and the work is proceeding quite rapidly. Approximately fifty percent (50%) of the task has been completed to date.

SURVEY WATER DRAIN - SANITARY SEWERS

Official Project #65-22-3495

Work Project #1-255

State Serial #1-16-5118

Description & Location: To make a preliminary survey of storm water drainage and sanitary sewers in the City of Passaic. Work being compiled at the Municipal Building, Passaic, N.J.

Sponsor: City of Passaic, N.J.

Federal Funds \$14,331.00 Sponsor's Contribution \$566.00

Number employed:	Male	16
	Female	<u>0</u>
	Total	16

This project was started November 25, 1935.

For the purpose of locating catch-basins, sanitary and storm sewers, manholes, flush tanks, size of pipes and elevations on all of the above, and to make plans and profiles and place them on file at the City Engineer's Office to ascertain the present conditions and to plan for immediate sanitary and storm relief and plan for the future expansion of sewers.

Opinion of the sponsors is that they are very well satisfied as to the progress and information submitted on this project which to date is 29% completed.

PUBLIC PARKS - MONTCLAIR, NEW JERSEY

Official Project #65-22-1776

Work Project #3-82

State Serial #3-7-5003

Description and Location: Montclair - Study of conditions  
in 25 Public Parks of Montclair.  
Town Hall, Montclair, New Jersey.

Sponsor: Town of Montclair, A. M. Faure, Town Planning  
Supervisor

Federal Funds: \$376.00 Sponsor's Contribution: \$360.00

Number Employed:	Male	2
	Female	<u>0</u>
	Total	2

Study of existing conditions of 25 public parks, containing 89,452 acres and preparation of detailed maps of all survey data; preparing, recommending and planning a program for further improvements.

This project called for two landscape architects and started work on November 15th, 1935, with one man approved on the job. Two weeks later, December 3rd, 1935, this man resigned to enter private employment and since that time no personnel, who qualified and were eligible, could be found to man the project, with the result that the functioning of the project has remained dormant to date. When the personnel is available the work will be started again.

SURVEY OF TAX ASSESSOR'S RECORDS

Official Project #65-22-1950

Work Project #3-88

State Serial #3-7-5030

Description and Location: Maplewood -- Building Survey for  
Assessor's Records.

Sponsor: Town of Maplewood, A. T. Bunzey, Tax Assessor

Federal Funds: \$1300.00 Sponsor's Contribution: \$560.00

Number Employed:	Male	4
	Female	<u>0</u>
	Total	4

Obtaining and transferring approximately 1000 building measurements to Assessor's Tax Records and re-typing same.

Starting on November 15th, 1935 and operating until April 3rd, 1936, the personnel completed approximately 40% of the work outlined in the project. A Supplement was requested and approved, with the anticipation of starting work early in July.

The work of this project was considerably delayed by inclement weather during the severe winter and outside measurements of buildings could not be taken.

This work, upon completion, will bring the records of the Tax Assessor up to date and be the basis of a more efficient system in the Tax Office.



SAFETY PLANNING - VOCATIONAL SCHOOL

Official Project #65-22-1993

Work Project #3-89

State Serial #3-7-5049

Description and Location: Safety planning for present shop  
and planning for shop extensions  
in Essex County.

Sponsor: Essex County Board of Freeholders

Federal Funds: \$1530.00 Sponsor's Contribution: \$190.00

Number Employed:	Male	1
	Female	<u>1</u>
	Total	2

There are five Vocational Schools in Essex County where the work of safety planning for the present shops and for the extension of shops is being conducted. Four of these schools are for boys and one for girls. The project is doing splendid essential work for the young people trying to equip themselves for a trade or to advance themselves in their chosen trade.

The Vocational Schools are supervised by business men who are thoroughly familiar with the requirements of the industry.

LOCATION SURVEY MORRIS CANAL - BLOOMFIELD

Official Project #65-22-1697

Work Project #3-99

State Serial #3-7-5079

Description and Location: Town Hall, Bloomfield, New Jersey  
Location Survey.

Sponsor: Town of Bloomfield, Joseph W. Obreiter, Town  
Engineer

Federal Funds: \$7,308.00 Sponsor's Contribution \$3,910.00

Number Employed:	Male	7
	Female	0
	Total	7

Location survey of Morris Canal (abandoned) in Town of Bloomfield from Belleville Town line to Passaic County line, (25,600 feet long) tying in with lines of intersecting streets and abutting property, involving the survey of approximately 200 parcels of land and searching old surveys and deeds to determine boundary lines of canal.

Two instrumentmen, three chainmen, a Senior Engineer and a Draftsman have surveyed, plotted and mapped approximately 13,500 lineal feet, tying in connecting and intersecting streets together with searches of old surveys and deeds as approached. The project has been operating since November 8, 1936. On completion of this work the Town of Bloomfield plans to improve the bed of the canal for use as an Arterial highway. This could not be done without the establishment of boundary lines and alignment of the old Canal.

SURVEY MAPS - NUTLEY

Official Project #65-22-1783

Work Project #3-98

State Serial #3-7-5078

Description and Location: Town Hall, Nutley, New Jersey  
Park Survey and Maps.

Sponsor: Department Public Works, D. R. Shepard, Superintendent  
Public Works

Federal Funds: \$5,074.40 Sponsor's Contribution \$512.00

Number Employed:	Male	6
	Female	0
	Total	6

To make stadia survey of Kingsland Park, Memorial Park, and Nichols Park, including a working drawing, contour map and detail map of each park showing walks, paths, drives, elevations, grades, water courses, size, kind, and location of trees, bridges, etc., with tabulation of same; also a contour map of Nichols Park showing elevations and details.

A staff of six employees, working since November 25, 1935 have completed 95% of the tracing of the contour map of Nichols Park, made a working drawing and tracing of topographical map of Kingsland Park, made office adjustments of measurements, and comparison of existing map measurements for location of Park boundaries. They have secured additional stadia of Kingsland Park, reducing these notes and plotted working drawing. In Memorial Park they have established random points for stadia survey, made office adjustment of these random lines and have completed about 5% of the working drawing of topographical map.

When the project is completed, maps will be used for a report to Recreational Division, National Resources Board, Washington, D. C. Also for laying out new paths, foot bridges, roads, retaining walls, shrubs, trees, etc., together with planning a baseball, football field, and running track in each park.

DRAW SUB-DIVISION MAPS FOR ASSESSORS - NUTLEY

Official Project #65-22-3147

Work Project #3-101

State Serial #3-7-5080

Description and Location: Complete records of Tax Assessor  
and Engineering Departments -  
Town Hall, Nutley, New Jersey

Sponsor: Department of Public Works, D. R. Shepard, Supt.  
Public Works

Federal Funds: \$3,781.00 Sponsor's Contribution \$336.05

Number Employed:	Male	6
	Female	0
	Total	6

To draw 140 subdivision maps filed in Essex County Hall of Records, to complete records of Tax Assessor and Engineering Department. Create card index.

Six employees, working since November 21, 1935, have completed a total of 160 maps and established a card index file system for same.

These maps will be used by the Town Assessor's office for checking deeds and property transfers when notice of changes of property owner are sent to Assessor's Office from the Court House. They will also be used by Engineer's Office in laying out streets.



PARK COMMISSION - MAPS & BLUE PRINTS - ESSEX COUNTY

Official Project #65-22-1012

Work Project #3-102

State Serial #3-7-5026

Description & Location: Essex County Park Commission - Maps,  
Plans and Topography Survey; 115 Clifton Ave.,  
Newark, New Jersey

Sponsor: Essex County Park Commission, John H. Phillips,  
Chief Engineer.

Federal Funds: \$7,557.00

Sponsor's Contribution: 3,400.00

Number employed:   Hilo:   13  
                          Total:   13

To put the Essex County Park Commission engineering records in better form; take topographical surveys and plot same for portions of South Mountain and Eagle Rock reservations in connection with C. C. C. work and to make record surveys of drainage water lines, etc. of Hendricks Field Golf course; to complete boundary surveys and establish monuments of Parks where this work has not been completed, survey of railroad property at Matsessing Park to determine the occupancy of land leased by Essex County Park Commission. Survey of all permanent fences around parks, tabulation of their location and condition, with requirements for paint, renewal, etc. Survey of paths and roads in the parks to determine method of draining, to save path erosion and to make a systematic study of the requirements of the different roadway areas, prepare planting and grading work plans in connection with C. C. C. work and also landscape and design plans for changes in different Park areas.

Two complete survey parties, augmented by a landscape and a junior draftsman, totalling 13 employees, have been employed since November 8th, 1935 and have completed approximately 50% of the work outlined in the project. Survey lines have been plotted and mapped together with planting plans for the various parks in the Essex County System.

The work of this project will complete the park commission records thru the assembling of engineering and horticultural data which will be placed in the files for a more complete record of work proposed to be done in the future by the Park Commission.

SURVEY OF MANHOLES AND METER CHAMBERS

Official Project #65-22-605

Work Project #3-201

State Serial #3-7-5012

Description and Location: Survey to locate and identify manholes, meter chambers and gates. City Hall, Newark, New Jersey.

Sponsor: Newark Joint Sewer Commission, Edward P. Decker,  
Assistant Secretary

Federal Funds: \$3,240.00 Sponsor's Contribution \$1,530.00

Number Employed:	Male	3
	Female	<u>1</u>
	Total	4

Survey to locate and mark with identifying number all manholes, meter chambers, gates, etc. on 50 miles of old and 50 miles of new Joint Sewer facilities under jurisdiction of the Joint Sewer Commission.

Shortly after the start of operations on this project, December 16, 1935, the severe winter weather set in and made out-of-door work nearly impossible, in connection with the work outlined above. Most of the personnel was assigned to other projects, leaving the project dormant during the winter. When good weather set in the transferred personnel were completing work on other projects and could not be spared at the time. It is anticipated that early in July the project will be re-manned and the work carried on to a successful conclusion.

When completed the Joint Sewer Commission will be able to locate any unit in a minimum amount of time and reduce the number of maps from 100 to 25, making it easy for an outside maintenance crew to function quickly and efficiently in case of an emergency.

MAPPING OF WATER MAINS SURVEY

Official Project #65-22-962

Work Project #3-202

State Serial #3-7-5036

Description & Location - Mapping of Water Mains Survey - Town  
Hall, Livingston, N. J.

Sponsor - Township of Livingston - F. H. Lodge, Township  
Engineer

Federal Funds \$300.00 Sponsor's Contribution \$ 60.00

Number employed:	Male	2
	Female	<u>-</u>
	Total	2

Incorporation of a field survey of approximately 12 miles of water mains, including hydrants, gates, valves, and curb boxes, into a practical block of maps.

Starting Dec. 2nd, 1935, with double the man-power allotted, this project finished the work called for on January 11, 1936. Field notes showing the locations of 12 miles of water mains, hydrants, water gates, valves and curb boxes were plotted and drawn to scale on a compact book of practical maps.

This project gives the water department of Livingston accurate and concise information and in an emergency repairs can be made quickly and efficiently.

RECORD UNDERGROUND UTILITIES

Official Project #65-22-3450

Work Project #3-260

State Serial #3-7-5071

Description and Location: Record and data of Underground  
Utilities - Town Hall, West Orange,  
New Jersey.

Sponsor: Department of Public Works - Henry C. Warnick, Town  
Engineer

Federal Funds: \$2,240.00 Sponsor's Contribution \$950.00

Number Employed:	Male	8
	Female	0
	Total	8

Prepare maps, record data of underground utilities which will be plotted on these maps.

During the life of this project, November 26th, 1935 to April 10th, 1936, underground utilities in the Town of West Orange were plotted on 300 maps. This information was gathered by actual work in the field, then reduced to scale and placed correctly on these maps.

These maps will serve as a basis for valuating utility reports and are also constantly used for the location of underground utilities.

This project has been completed.



PREPARING MEASURED DRAWINGS OF BUILDINGS

Official Project #65-22-4399

Work Project #3-295

State Serial #3-7-5094

Description and Location: Measured drawings for permanent building records. City Hall, Newark, New Jersey.

Sponsor: Department of Public Safety, Fred Bigelow, Supt.  
of Buildings

Federal Funds: \$17,180.00 Sponsor's Contribution \$1,000.00

Number Employed:	Male	23
	Female	<u>1</u>
	Total	24

Prepare measured drawings of existing city buildings for permanent records.

Five Senior Architects, four Junior Architects, a Stenographer and eight Junior File Clerks, working since December 2, 1935 have completed all the detail work in connection with the measuring, drawing plans, cataloguing and indexing of eight City owned buildings.

This information will become part of Building Department files and eliminate large expenditures for repairs and maintenance of Public buildings: it will also aid in the administration of various departments and tend to develop a standardization of Public buildings in the City of Newark.

WATER SERVICE SURVEY - NEWARK

Official Project #65-22-4949

Work Project #3-298

State Serial #3-7-5152

Description and Location: Water Services Survey - City Hall  
Annex, Newark, New Jersey

Sponsor: Department of Public Affairs - W. G. Banks, Division  
Engineer

Federal Funds: \$12,908.00

Number Employed:	Male	23
	Female	0
	Total	<u>23</u>

Location of consumer's water services on the ground over entire distribution system, Division of Water, City of Newark. Work done by a field survey, data plotted on office location maps.

Twenty-three (23) people, working since December 9, 1935 are divided into three groups; clerical, field work, and drafting. The clerical force has tabulated 12,166 taps. The field crew has located taps in 67 streets and 208 blocks. Maps of 30 streets, comprising 75 sheets and 200 blocks and a total of 1860 taps have been completed by the draftsmen.

The work of this project will enable the water department to plan improvements from reliable information by bringing check records up to date on consumer's water services from the water main to curb.

MAP AND FIELD SURVEY OF POLES - NEWARK

Official Project #65-22-4950

Work Project #3-299

State Serial #3-7-5087

Description and Location: Field Survey of Poles in Service on  
Streets - City Hall, Newark, New  
Jersey.

Sponsor: Department of Public Affairs - James W. Costello,  
Chief Engineer

Federal Funds: \$6,400.00 Sponsor's Contribution \$200.00

Number Employed:	Male	6
	Female	<u>1</u>
	Total	<u>7</u>

Field survey and map of poles in service on streets of Newark, including all street lighting and public utility company poles, numbering about 25,000. Check errors and omissions in original survey.

Two rodmen, three tracing draftsmen, a Junior Engineer, and an Engineering Draftsman, working since December 9, 1935 have completed surveying, mapping, indexing and cataloguing about 8,500 poles together with checking the errors and omissions made by a previous survey.

This project will create a valuable and accurate record and reference to aid the City of Newark in considering the lighting changes which occur each year. It will also expedite giving information to Utility companies and general public in regard to requested changes in lighting facilities.

SURVEY AND MAP - NEWARK

Official Project #65-22-4906

Work Project #3-300

State Serial #3-7-5099

Description & Location: Vailsburg Street Survey - City Hall,  
Newark, New Jersey.

Sponsor: Bureau of Surveys - Arthur H. Bradley, Assistant  
Engineer.

Federal Funds: \$16,854.00

Sponsor's Contribution: 3,982.00

Number employed:	Male	12
	Female	<u>1</u>
	Total	13

Purpose: Surveying, monumenting and mapping twenty miles of  
Streets in the Vailsburg section of Newark. The work to be done on  
main through avenues and streets.

Four laborers, one chainman, two rodmen, two transitmen, three  
Senior Engineers and a clerk have completed approximately 8 miles street  
survey, mapping and monumenting. They have been employed on this project  
since December 9th, 1935.

Vailsburg, now part of the City of Newark, was originally laid  
out by private owners while an independent borough. No accurate coor-  
dinated survey had ever been made and the entire section has not been  
monumented. This work when finished will constitute a basis for future  
extensions by the City of Newark.



LIVINGSTON PROPERTY SURVEY

Official Project #65-22-5176

Work Project #3-346

State Serial #3-7-5126

Description & Location: Outline survey of Orange City Home  
Property - Orange City Home, Livingston,  
New Jersey.

Sponsor: City of Orange, R. D. Quinn, Supt. City Home.

Federal Funds: \$3,600.00

Sponsor's Contribution: 200.00

Number employed: Male 7  
Total 7

General property Outline survey, monument on all corners, contours of property and location of all physical features.

The personnel of this project, operating since March 3rd, 1936, has checked the closing of the deed on the property, checked the closing of six property deeds surrounding the City Home tract, and other detail work at Livingston Town Hall and County Engineering Office.

Traverse lines have been run complete and a boundary line survey establishing accurate points of location has been run and staked in preparation for monumentation.

Monuments established will prevent encroachment, and make possible improvement of public property. The work will be used for the purpose of constructing public buildings and roads and construction of proper drainage system at the City Home (Orange).

STUDY SCHOOL CHILDREN ACHIEVEMENT - EAST ORANGE

Official Project #65-22-5175

Work Project #3-347

State Serial #3-7-5056

Description & Location: Study of School Children's Achievement in arithmetic to determine the most effective method of teaching. Elmwood Street School, East Orange.

Sponsor: Board of Education.

Federal Funds: \$9,708.00

Sponsor's Contribution 741.40

Number employed:	Male	4
	Total	4

A study of school children's achievement in arithmetic is being made at the Elmwood Street School in order to determine what is wrong with the present method of teaching. This study is being made from standard, approved tests given by the teachers in the school. The W. P. A. workers are sorting 1,400 tests, into units of 35. Then they are being corrected and arranged in graph and chart forms. This information is used for finding the correlation between:

1. Age and mental ability.
2. Age and problem ability.
3. Problem ability and mental ability.
4. Final correlation on age and problem ability, holding mental ability constant.

# AIRPORT INSTRUMENT APPROACH SYSTEM PLANNING

Official Project #65-22-538

Work Project #3-352

State Serial #3-7-5006

Description & Location: Instrument approach system planning,  
Newark Airport, Newark, New Jersey.

Sponsor: 1st Air Navigation, C. N. Wilson - Supervisor.

Federal Funds: \$2,460.00

Sponsor's Contribution: 810.00

Number employed:	Male	2
	Female	<u>4</u>
	Total	6

To draw plans, specifications and correspondence in connection with installation of instrument approach system at Newark Airport. Revising maps, drawings and indexing, classifying, filing and following up old correspondence and other records.

Two Junior Stenographers, two Junior clerks, and two Junior Engineers, working since February 29th, 1936, have completed approximately 50% of the work on all phases of this project. The revision of maps and drawings together with creating an indexing and filing system has meant the compilation of a great mass of detailed and accurate work.

The installation of the instrument approach system, which is being planned by the workers of this project under the supervision of competent engineers will greatly enhance the value of the Newark Airport and add tremendously to the safety and efficiency with which the busiest Airport in the world can be operated. The results, therefore, will be of international benefit.

PROPERTY SURVEY AT PORT NEWARK

Official Project #65-22-6013

Work Project #3-355

State Serial #3-7-5101

Description & Location: Physical survey of property at Port Newark. Administration Building, Port Newark, N. J.

Sponsor: Department of Public Affairs, James W. Costello, Chief Engineer.

Federal Funds: \$2,904.00

Sponsor's Contribution: 1,550.00

Number employed:	Male	8
	Total	8

Locate and monument all existing street lines and blocks; also layout for future streets in Port Newark. Survey and locate all underground and overhead utilities. Locate 10 buildings, one timber bulkhead, one marginal dock, all existing railroad tracks and layout future tracks; incorporate and compile all above data on maps and records.

Starting March 4th, 1936, this project has been handicapped from time to time by the scarcity of qualified and eligible personnel to do the work. It is anticipated that early in July the project will be fully manned and the work carried forward to a complete and successful conclusion.

This project will establish new reference lines, base lines, bench marks and a complete survey of the area and should the City wish to sell or lease parcels of land in this area they will be able to do so efficiently and economically.



BOUNDARY LINE SURVEY AND MONUMENTING

Official Project #65-22-6132

Work Project #3-359

State Serial #3-7-5170

Description & Location: Boundary Line Survey and Monumenting.  
Town Hall, Maplewood, N. J.

Sponsor: Township of Maplewood, H. W. Heilman, Town Engineer.

Federal Funds: \$8,148.00

Sponsor's Contribution: 1,350.00

Number employed:	Male	10
	Total	10

Establish boundary line of the Township of Maplewood along South Orange; collect data on streets, including date of opening, width, type of pavement, and similar information.

Starting work on March 1st, 1936 with a skeleton personnel, as a result of the scarcity of qualified and eligible man-power, the project was considerably handicapped and finally terminated, at the end of April, upon request of the sponsor.

WATER LATERAL LOCATION MAP

Official Project #65-22-6122

Work Project #3-360

State Serial #3-7-5171

Description & Location: Water lateral location map.  
Town Hall, Belleville, New Jersey.

Sponsor: Department of Public Works; M. J. Sheehan, Town  
Engineer.

Federal funds: \$645.00

Sponsor's Contribution: 620.00

Number employed:	Milo	2
	Total	2

Preparation of water lateral location map from survey data made by the Department of Public Works and making corrections on Water lateral cards.

Starting work April 26th, 1936, this project has been more or less handicapped through scarcity of qualified and eligible personnel. Operations continued to June 1st, 1936, when the project was suspended until June 11th, 1936 through lack of manpower. At the termination date, August 10th, 1936, approximately 38% of the work will be completed or about 1900 lateral locations would have been transferred from the 20 books to the map leaving a balance of some 3100 locations still to be transferred. The sponsor has made application for a supplementary project to complete the work. This supplement is in the process of being approved by W. P. A.

The completed work of the project will facilitate the handling of water accounts and through W. P. A., the Town of Belleville will save many thousands of dollars now lost through inaccuracy of the present system of cataloguing water lateral locations.

DRAWING MASTER MAPS - ORANGE

Official Project #65-22-6216

Work Project #3-362

State Serial #3-7-5193

Description & Location: Drawing master maps of City of Orange,  
Town Hall, Orange, New Jersey.

Sponsor: City of Orange Planning Board, Department of Public  
Works, Kenneth Crane, City Engineer.

Federal Funds: \$22,104.00

Sponsor's Contribution: 3,674.00

Number employed: Male 10  
Total 10

Drawing of master maps of the City of Orange from instrument  
measurements, taken in the field.

The workers of this project, employed since February 11th, 1936, have been surveying, making field notes, plotting, checking these notes, and reconciling them with data partially accumulated prior to the inception of the W. P. A. project. From this information a planning map, zoning map, utility map, and a road map will be made. The work of the entire project is approximately 22% complete. Card files will be made for utilities and tree records.

These maps will be used by the Planning Board of the City of Orange in its study of improvements and future developments to be made in the City.

## CATALOGUING TAX RECORDS

Official Project      #65-22-6336

Work Project          #3-388

State Serial          #3-7-5229

Description & Location:      Cataloguing Government records in  
Tax Assessors Office, South Orange, New  
Jersey.

Sponsor:      Board of Assessors.

Federal Funds:      \$1,310.      Sponsor's Contribution:      \$184.

Number employed:	Male	2
	Female	<u>2</u>
	Total	4

Cataloguing the records in the Tax Office, started operating March 5th, 1936, and by June 30th will have completed a most efficient method of tax assessment. Previously it was mostly guessing at the value of building. Now, from a survey made previously of the buildings, the WPA workers are analyzing, computing, checking and transcribing this information to individual cards. A sketch showing the dimensions of the building is drawn on each card and classified according to heating system, construction of house and grading of property.



HYDRANT FLOW TEST - NEWARK

Official Project #65-22-6372

Work Project #3-404

State Serial #3-7-5129

Description & Location: Fire Hydrant Flow Test - City Hall,  
Newark, New Jersey.

Sponsor: Department of Public Affairs, W. G. Bank, Division  
Engineer.

Federal Funds: \$4,807.65

Sponsor's Contribution: None

Number employed: Male: 11  
Female: 1  
Total: 12

Make fire hydrant flow test over entire water distribution system  
of Division of Water in City of Newark.

Equipped with pressure gauges and pite tubes, the personnel  
of this project, working since April 18, 1936, have tested approximately  
1500 hydrants. After pressure of all hydrants is determined they will  
be painted according to their rate of flow; i.e., a hydrant with a rate  
of flow of 500 gallons will be painted one color, a flow of 500 to 1000  
will be painted another color, a rate of 1000 or over will be painted  
still another color.

When complete, a Fire Company arriving in a given vicinity  
will be able to see instantly the amount of water a hydrant will deliver  
by merely noting the color of the hydrant.

CITY ENGINEERING PLANNING

Official Project #65-22-6572

Work Project #3-428

State Serial #3-7-5233

Description & Location: City Engineering Planning, City Hall  
Newark, New Jersey. Board for local  
improvements.

Sponsor: Board of Commission of Local Improvement.

Federal Funds: \$18,288.00

Sponsor's Contribution: 2,542.00

Number employed: Male: 38  
Female: 8  
Total: 46

Obtain necessary engineering data and study and design details for long time planning in regard to streets, buildings, roadways, classes of construction and other physical improvements.

On April 21st, 1936, the Sponsor notified the District Office by letter that they were ready to proceed with the work of the project as soon as the personnel were assigned.

May 5th, 1936, the preliminary work of assigning and training the personnel of this project began with 50% reporting for duty on this date.

May 11th, 1936, the project was discontinued at the request of the Sponsor.

SURVEY - REVISE ASSESSMENTS IN BORO OF CARTERET

Official Project #65-22-812

Work Project #4-78

State Serial #4-12-5008

Description & Location: Survey to Revise Tax Assessments.  
Borough Hall.

Sponsor: Mayor and Council, Borough of Carteret.

Federal Funds: \$7,932.00

Sponsor's Contribution: 150.00

Number employed:	Male:	3
	Female:	<u>2</u>
	Total:	5

WPA Project, known as the Survey to Revise Tax Assessments, of all properties in the Borough of Carteret. The purpose is to rectify inequitable assessments, procure a more complete assessment roll; and to obtain an equitable distribution of tax rates.

The project began November 18th, 1935.

The project task involves the investigation of approximately 2800 parcels of property; examination of the existing tax records; and the tabulating and filing of reports into a permanent record. So far we have discovered about 100 additional parcels.

During the period ending June 2nd, 1936, a total of 2513 parcels had been investigated and checked as of present tax records.

This project was started with a personnel of 13. On April 17th, 1936, eight (8) investigators were released. Thus at the close of the recent pay period we had a personnel of five (5).

TOPOGRAPHIC AND CONTOUR MAP, METUCHEN, NEW JERSEY

Official Project #65-22-3170

Work Project #899-4-110

State Serial #4-12-5033

Description & Location: Topographic & Contour Map of Metuchen,  
New Jersey.

Federal Funds: \$3,438.00

Sponsor's Contribution: 158.00 (Not including drafting table  
and equipment, light, heat, etc)

Number employed: Male 5  
Total 5

The work involved in this project consists of the collection of field data and the preparation of a topographic and contour map of the entire Boro or approximately 2.9 square miles. The field work is mainly taking levels at regular intervals, and other control points, and establishing a complete network of Bench-Marks. This was necessarily a type of work which required accuracy, as the contours were to be worked up on a 2 ft. interval basis.

The field information is plotted on a map of the Borough, and from this data, contour lines are constructed. This map will be a great assistance in the study of future drainage and grading problems and will be kept as a public record available at all times, to the citizens of the Boro.

Date started: November 13th, 1936.

Approximate amount of work accomplished: The field work has been accomplished and completed and the data is now being transferred to the new map. The personnel has been reduced to one employee to complete the map work which is now about 40% finished.



## BOUNDARY SURVEY

Official Project #65-22-3175

Project #4-111

Serial #4-12-5045

Description & Location: Boundary Line Survey, Municipalities  
of Middlesex County, New Jersey.

Sponsor: Board of Chosen Freeholders, Middlesex County.

Federal Funds: \$40,586.15

Sponsor's Contribution: Desks, chairs, drafting boards and  
supplies, County Engineer's services,  
office and lavatory supplies, light,  
heat, janitor service, etc.

Number employed: Male: 32  
Female: 3  
Total: 35

A survey to determine the exact boundaries of the twenty-five municipalities of Middlesex County by actual surveys and examining such County and Municipal records as may be found to be necessary and of assistance. Approximately 387 miles of boundary lines involved.

Work completed from inception to June 1st, 1936: The survey of the boundaries has been completed for the following municipalities: Middlesex Boro, Piscataway Township, Highland Park, New Brunswick, North Brunswick, Milltown, Metuchen, Part of South Plainfield, and part of Woodbridge Township.

Maps have been made on detail paper of Middlesex Boro, Piscataway Township, New Brunswick, Highland Park, Milltown, North Brunswick Township, and part of South Plainfield.

Resume: Boundary Lines Surveyed: 80 miles.  
Boundary Lines Investigated: 97 miles.  
Boundary Lines Plotted & Traced: 39 miles.

TOWNSHIP SURVEY - CRANFORD, NEW JERSEY

Official Project #65-22-3150

Work Project #4-120

State Serial #4-20-5031

Description & Location: Township survey. Making accurate sectional maps. Township Engineer's Office, Cranford, New Jersey.

Sponsor: Cranford Township Committee

Federal Funds: \$11,088.00

Sponsor's Contribution: 2,015.00

Number employed:	Male:	8
	Female:	<u>1</u>
	Total:	9

Task involved in work and details: Approximately 110 detail maps to be drawn and 55 miles of roads and streets to be located. The project started on November 18th, 1935.

This project calls for the establishment of the exact boundaries of the Township and to locate all street lines and houses throughout the Township, as well as drawing up tax maps on a scale of 50' - 1".

There are approximately 55 miles of streets and roads within the Township and  $5\frac{1}{4}$  miles of boundaries.

At the present time, we have covered about 22 miles of street and road, and about 3 miles of the boundaries, also 21 of the sectional maps are completed.

LOCATING, INSPECTING AND NUMBERING LIGHT POLES

Official Project #65-22-1049

Work Project #4-152

State Serial #4-12-5016

Description & Location: Locating  $4\frac{1}{2}$  square miles, all Municipal light poles in the City of Perth Amboy by actual measuring, inspecting, numbering, and recording same.

Sponsor: City Commissioners of Perth Amboy.

Federal Funds: \$5,192.00

Sponsor's Contribution: 25.00 (Not including services of City Electrician, drafting board, chairs, desks, office supplies, telephone, light, heat, janitor service, metal number tags, etc.)

Number employed: Male: 7  
Total: 7

Task involved in work and details: The work under this project involved the preparation of maps of the electric circuits of Municipal Lighting System of the City of Perth Amboy. This preliminary work was performed by the Draftsman on the project under the supervision of the City Electrician and Project Supervisor.

It was necessary to instruct fieldmen how to read the maps of the circuits, to spot and obtain proper location of the poles, measure actual distances between poles, and distances from curb to sidewalk, and from all intersections. The height, condition, and wood of the poles, whether chestnut, cedar or pine, was also obtained at the time of above measurements.

It was further necessary to designate proper numbers for the poles and lights of the Municipal Lighting System, including those jointly owned by the City of Perth Amboy, Bell Telephone Company and Public Service Company and attach metal tags designating those pole and light numbers.

Pole number, street, location, height, kind, estimated life of pole, transformer on pole, date pole was set, date pole was replaced, candle power of lamp, circuit number, lamp number, date installed, date out and cause, hours in service are ascertained and posted on index cards. These cards are furnished by the Sponsor and are being filed in numerical order.

## Locating, Inspecting and Numbering Light Poles (Cont'd)

All ornamental standards are charted by the Draftsman on a special map, including kind, size, location, and underground circuits.

All lights on bridges are spotted on a separate map and will show the kind, size, location and number. Numbers on poles or standards, and lights, are being affixed by stencil markings.

Date started: November 7th, 1935.

Approximate amount of work accomplished to date:

Locating in field:	1817 poles.
Number and reporting:	1817 poles.
Tabulating and filing records:	1817 poles.
Preparing reports:	1817 poles.
Twelve maps have been completed.	

This project will provide the City of Perth Amboy with a complete record of the condition, number and location of it's existing light poles, which are an integral part of the Municipal Lighting System.



SURVEY OF DELINQUENT TAXES

Official Project #65-22-944

Work Project #4-175

State Serial #4-12-5015

Description & Location: Survey of delinquent taxes. Tax Collector's Office, Jamesburg, New Jersey.

Sponsor: Jamesburg Borough Council.

Federal Funds: \$1,100.00

Sponsor's Contribution: 20.00 not including, typewriter, desk, chair, supervision, etc.

Number employed:	Female	1
	Total	1

Task involved in work: Audit of the tax books in 1934 showed a shortage of \$30,000.00. For this reason it became necessary to investigate all tax payers accounts of the Borough, real and personal, to ascertain amounts of taxes paid or unpaid, also clear the tax books of records of property owners who have died or removed.

Date started: February 18th, 1935 (E.R.A.)  
November 12th, 1935 (W.P.A.)

Approximate amount of work accomplished: Up to the present time, about 90% of the work is completed. The tax books are definitely cleared to the end of 1931, as far as real estate taxes are concerned. However, the personal taxes remain to be cleared.

Many of the accounts for the years 1932 & 1933 have been settled, but are not all definitely cleared.

The tax sale which was recently held included all delinquent tax accounts to the end of 1931. By this sale, the Tax Collector was enabled to clear his books to the end of 1931.

The following is a list of reports which is being prepared:

- 1 - Complete reports: These include reports where the people have stated that the taxes are due the Borough and that the amounts which are on the records agree with the amounts that they owe.
- 2 - Council Action: This group includes people who have produced satisfactory evidence of payment. This evidence in turn is referred to the

Survey of Delinquent Taxes -(Cont'd)

Borough Council to be written off the records.

- 3 - Complete Affidavits: This group includes taxpayers who have made affidavits to prove that the taxes are either paid or not paid and that the amounts specified are correct or incorrect; also some affidavits include the statement that they have not lived in the borough for the various years for which taxes are against them.
- 4 - To be Photographed: Tax bills which were paid to the former Tax Collector but which he failed to credit to the taxpayers accounts.
- 5 - Letters Sent Out of Town: Those people who own real estate and live out of town have been sent letters asking to clear the records. Up to the present time, several have failed to do so.
- 6 - Deceased: Names of deceased persons whose names are still carried on the books with taxes against them. These are in turn referred to the Borough Council to be written off the records.
- 7 - Unknown: People who couldn't be located or even identified by other taxpayers. These accounts were referred to the assessor.
- 8 - Will call at Office: This list includes taxpayers who have promised to call at the office to try and clear the taxes by some evidence of payment.
- 9 - Refused to Pay: A few people who claim that the taxes are due, but refuse to pay. These in turn are referred to the Council for action.
- 10 - Refer to Jamesburg Building & Loan Association: This group includes those properties which the Building & Loan has foreclosed on the properties and the taxes are still marked against the original owner.
- 11 - Claim Paid: This group includes taxpayers who claim that the taxes are paid but to the present time have produced no evidence of payment.

The above comprises an average of approximately 1400 reports.

PREPARING BASE MAP - MIDDLESEX COUNTY

Official Project #65-22-1541

Work Project #4-176

Serial Number 4-12-5025

Description & Location: Preparing County Base Map. Countywide location.

Sponsor: Board of Chosen Freeholders, Middlesex County.

Amount of Federal Funds: \$6,450.00

Sponsor's Contribution: 102.00 also, typewriter, desks, chairs, drafting boards & supplies, County Engineer's services, office & janitor supplies, janitor service, etc.

Number employed: Male: 7  
Female:  $\frac{1}{8}$

This Base Map to be used in future planning of streets, parks, playgrounds, etc.

Work completed from inception to June 1st, 1936. Maps completed on detail paper:

Carteret Boro	Piscataway Township
Highland Park Boro	Sayreville Township
Dunellen Boro	South Amboy City
New Brunswick City	South Plainfield
Perth Amboy City	South River
Raritan Township	Spotswood Boro
Metuchen Boro	Woodbridge Township
Middlesex Boro	

Maps of two municipalities are partially completed.

Several of the above maps have been joined together in preparation for tracing. Data furnished by the Coast and Geodetic Survey is being used to prevent distortion of maps being drawn.

PLANNING AND DESIGN FOR BRIDGES, ETC.

Official Project #65-22-3443

Work Project #4-246

State Serial #4-20-5022

Description & Location: Design for Bridges, band stands,  
field houses, etc., in various parks of Union  
County.

Sponsor: The Union County Park Commission, Elizabeth, New Jersey.

Federal Funds: \$2,820.00

Sponsor's Contribution: 100.00

Number employed:	Male:	4
	Total:	4

Approximate amount of work accomplished: Preliminary sketches, final plans and details for the following: Three masonry vehicle bridges, four footbridges, three masonry dams, central service buildings and yard, three field houses, one concrete stadium, two masonry bandstands, four shelter buildings, one masonry box culvert, retain-walls, two general landscapes.

In addition, notes for several hundred acres of topographical survey were computed, plotted and checked. Ink tracings of about twelve maps were also made.



TOPOGRAPHICAL SURVEY

Official Project #65-22-1560

Work Project #4-257

State Serial #4-20-5074

Description & Location: Topographical Survey of the Robinson's Branch of the Rahway River and construction surveys for W. P. A. projects.

Sponsor: Union County Park Commission, Elizabeth, New Jersey.

Federal Funds: \$10,536.00

Sponsor's Contribution: 720.00

Number employed:	Male:	11
	Total:	11

Approximate amount of work accomplished: Topography completed of about four hundred acres of Ash Swamp and adjacent land. This work involved the running of 15.89 miles of accurate closed traverse with about 250 stakes set. Levels were run on all stakes and permanent bench marks established.

The above work represents about sixty per cent of the work accomplished. Other work done was the construction surveys on the eleven W. P. A. projects throughout the Park System.

# INVENTORY OF SCHOOL EQUIPMENT AND SUPPLIES

Official Project #65-22-4342

Work Project #4-259

State Serial #4-12-5009

Description & Location: Inventory of all school equipment, books and supplies. Public Schools, Borough of Carteret, Middlesex County, New Jersey

Sponsor: Board of Education.

Federal Funds: \$3,335.00      Sponsor's Contribution: \$112.00  
(Not including typewriters, desks, chairs, office supplies, light, heat, janitor services, etc.)

Number Employed:	Male	2
	Female	3
	Total	5

Task involved in work: Taking inventory of school supplies and equipment of five schools; four Grammar Schools and one High School. Work involved was measuring all class rooms, auditoriums, corridors and all other rooms, also measuring all windows, closets, blackboards, desks, chairs, tables, etc. Counting and examining all text, library and reference books. Tabulating and recapitulating above for Board of Education's permanent record.

Date started: January 2, 1936.

Approximate amount of Work Accomplished as of June 1, 1936: Taking inventory of supplies and equipment has been completed in four schools.

Typing and recapitulating completed for three schools. All books have been examined as to condition, and counted, in all schools. Following is the total amount of books in all schools.

High School	11,362
Columbus School	9,352
Washington School	6,968
Nathan Hale School	5,568
Cleveland School	2,026
Total - - - - -	35,276

PUBLIC UTILITY SURVEY

Official Project #65-22-4340

Work Project #4-258

State Serial #4-20-5090

Description & Location: Public Utility Survey, Linden, N. J.

Sponsor: City of Linden.

Federal Funds: \$8,628.00

Sponsor's Contribution: 275.00

Number employed:	Male:	9
	Total:	9

Task involved in work and details: Survey of all public utility property, transmission and distributing lines, capacity, supply and demand, recording on maps, etc.

Date started: December 17th, 1935.

Approximately 43% of the work is completed as of June 1st.

We have completed and filed full records of the public utility property in  $5\frac{1}{2}$  wards in the City of Linden, out of a total of 8 wards.

# MAPPING & STRUCTURAL DESIGN OF COLLEGE FARM & BUILDINGS

Official Project #65-22-4357

Work Project #1982-4-266

State Serial \$4-12-5089

Description & Location: Mapping the lands of the Agricultural College and design of Farm Structures; 850 acres.  
New Jersey Agricultural Experiment Station.

Federal Funds: \$2,772.00

Sponsor' Contribution: 40.00 (Not including department head supervision, drafting boards and chair, light, heat, janitor service, etc.)

Number employed:	Male:	1
	Female:	<u>1</u>
	Total	2

The work has been carried on for six months on the basis of three objectives. (1) The preparation of plans which will be included in the Northeastern States Exchange Plan Book. (2) Plans to build up the Farm Buildings Plan Service of the New Jersey Agricultural College and Experiment Station. (3) Additions to the map of the College Farm.

## NORTHEASTERN STATES EXCHANGE PLAN BOOK

This is a compilation of farm buildings and equipment plans adapted to the regional conditions of the twelve northeastern states. It is intended to give to each state the advantages of plans worked out in other states as well as to enlarge and broaden the service thus rendered. Nearly a thousand plans are now being sent to residents of New Jersey each year. The service is growing steadily as it has since its inception thirteen years ago.

Our contribution to the exchange plans consists of the following:

Sash Greenhouse: Shed Roof Movable Hog House.

Four Pen Farrowing House: Manure House for a 1000 Bird Plant.

Electric Lighting and Water Heating for Poultry.

New Jersey Two-story Laying House; Roadside stands.

Retail Dairy Milk House; Burglar Alarm System for farm buildings.

Farm Shop; Farm Truck Garage; Game Courts for Playgrounds.

These plans were prepared or revised under this project and were recently submitted to the Bureau of Agricultural Engineering, Washington, D. C. where the plan book is being compiled. Added work may be necessary before final adoption and inclusion in the set. We also stand to prepare additional plans as they may be needed.



THE NEW JERSEY FARM BUILDINGS PLAN SERVICE

The exchange plan book cannot meet all the needs of the separate state services, hence it becomes supplementary to and augments as well as standardizes the state farm buildings plan service. Our series of plans is being expanded, revised and enlarged with the aid of the W.P.A. project.

Among the plans added or revised are:

Self-feeder for Higs  
A sheet of Poultry Equipment  
(nest boxes, shell hopper, egg rack and wash hopper)  
Summer range shelter  
Small laying house or brooder house  
Dairy barn floor plan.  
Retail dairy milk house.  
Milk house.  
Farm truck garage.  
Farm shop.  
Apple Grader  
Eight sheets Gothic Roof Barn Framing in  
32,34,36 and 38 foot widths.  
Slaughter house.

TOTAL: 19 Tracings.

MISCELLANEOUS AND SPECIAL WORK

Additional plans or work related to structural design include:

Livestock barn plans complete  
Maternity barn  
Five cow barn  
Insurance map, properties of the College of Agriculture.  
Illustrations for Circular hotbeds.  
Radiator humidifier.  
Illustrations representing garden tools.  
Profile of drainage channel.  
Drawings for filmstrip reproduction.  
Perspective of Poultry house to illustrate a circular  
Four drawings for log cabin  
(fireplace, hinges and latch, crane, log roof truss.  
Bill of material for:  
2 story poultry house.  
Shed roof hog house.

MAP OF THE COLLEGE FARM

Additions and corrections on the map of the College Farm including road grading, field improvement, drainage systems and surveys

of recent acquisitions have taken 8 to 9% of the time of the draftsman.

#### PLANS FOR CONTINUATION

It is impossible to judge accurately how much time will be consumed in any drafting job, yet based on work done we estimate that half the work outlined has been done.

The one goal, Northeastern Plan Book, is practically reached, requiring only attention to details of checking, correcting or adding to the work which has been submitted. There is always the possibility that new developments may require additional drawings in which case we must assume our share of the work.

The additions to our own plan service have been neglected in favor of the Plan Book which is of regional value. The series of plans needed includes:

Poultry houses for special adaption as battery brooders, incubator houses, cage laying houses, and shelters or houses for ducks, geese, and the like.

Additional animal shelters for hogs and sheep.

Fruit and vegetable storages, of cellar or above-ground type.

Miscellaneous buildings as silos, implement storage, grain storages, corn cribs, hay barracks.

Farm equipment such as breeding racks, shipping crates, loading chutes, gates, fence construction methods, etc.

One familiar with the work will readily understand that this listing of work as a continuation of the project is more than can possibly be done. Especially in view of the fact that additions and corrections to the map of the College Farm will continue, probably throughout the duration of the W.P.A. work since other projects so directly affect development of the College Farm. As in the past the demand for service coming from the state will determine just what lines of activity will occupy the major portion of the time.

Thus future work will include the continuation of work in farm structures design, further addition to the map of the College Farm, and the extension of the work in landscape design.

LAND AND TITLE SURVEY FOR PARK PURPOSES

Official Project #65-22-4411

Work Project #2005-4-273

State Serial #4-12-5073

Description & Location: Land and Title Survey of Lands for park purposes. National Guard Armory, Codwise Avenue, New Brunswick, New Jersey.

Sponsor: Middlesex County Board of Freeholders.

Federal Funds: \$15,624.00

Sponsor' Contribution: 21.50 also typewriters, desks, chairs, County Engineer's services, office and lavatory supplies, light, heat, and janitor service.

Number employed: Male: 15  
Total: 15

The tasks involved on this project, may be classed under four general headings, as follows:

Supervision-Responsible for the laying out and checking of work, Maintenance of reports and time books. Direction of working forced in office and field.

Field Parties-Making various types of surveys on properties under consideration for park purposes throughout the County.

Title Searching - Obtaining correct descriptions on properties under consideration for park purposes throughout the County and the status of any encumbrances thereon. Obtaining information as to the status of tax payments on all properties under consideration.

This report covers that period of time from November 27th, 1935, when work started on this project to June 1st, 1936, in which there were 110 working days. The purpose of this survey to date is: To combine the facilities of Roosevelt Park with those of the State Hospital Lands at Menlo Park, to develop additional recreational areas in the vicinity of the Free School Lands of Woodbridge Township, and to make the above accessible to surrounding communities by means of a motor parkway, through the vicinity of the Chain-O-Hill Road which parallels the south branch of the Rahway River.

The work completed on this project may be classified under three general headings as follows:

A. Field Parties:

Have completed a survey in the field, showing the locations and condition of all buildings located in the area under consideration,



## Land and Title Survey for Park Purposes. (Cont'd)

in Woodbridge and Raritan Townships, and the physical condition of all roads and vacant lands in the above mentioned area. Area involved 2.5 square miles. Have completed survey designed to give the present location of the south branch of the Rahway River (Sucker Brook) in respect to existing property layouts. Base line involved 25,000 lineal feet. Have completed survey designed to give the present location of the tributaries of the south branch of the Rahway River (Sucker Brook) Base line involved 20,000 lineal feet. At present engaged in taking cross-sections of the above mentioned area.

### B. Drafting:

Have completed a map showing (a) outline of the area to be developed along the Sucker Brook from the Rahway City Line to Roosevelt Park situated in Woodbridge and Raritan Townships. (b) Location of all buildings, streams, lot and property lines in the above mentioned area. (c) Lot and block numbers of all properties under consideration in accordance with the Woodbridge and Raritan Township tax maps. (d) Tax status of all properties under consideration (shown in colors). Preparation of forms containing a tabulation of all tax information encumbrances etc. At present preparing a map designed to show park and parkway layout including the location of new recreational centers.

### C. Title Searching:

Have obtained complete information as to the status of tax payments, encumbrances, etc. on all properties under consideration in the above mentioned area. Have obtained correct descriptions on all properties under consideration in the above mentioned area. At present engaged in obtaining correct descriptions, information on encumbrances etc. concerning properties along the New Brunswick City Reservoirs. Area involved 10 square miles.

The purpose of this survey in the future shall be to propose parks and parkways along the reservoir sites of the city of New Brunswick. The natural beauty of this area offers exceptional possibilities for park development.



TOWN PLANNING AND DATA COMPILATION

Official Project #65-22-4829

Work Project #4-275

State Serial #4-20-5019

Description & Location: Town Planning Data Compilation, 2004  
Morris Avenue, Union Township, New Jersey.

Sponsor: Township Committee, Township of Union, New Jersey.

Federal Funds: \$1,020.00

Sponsor's Contribution: 25.00

Number employed:	Male:	2
	Total:	2

Task involved in work and details: Collecting data, drafting.

Date Started: December 4th, 1935.

Approximate amount of work accomplished: 25% completed.

20 maps have been completed showing:

1. Location of vehicular accidents.
2. Location of disease.
3. Zoning maps.
4. Location of structures.
5. Valuation of land.
6. Population distribution.
7. Type of street pavements.
8. Width of streets.
9. Average width of lots.
10. Location of fires.

MAPPING GAS, SEWER, WATER MAINS

Official Project #65-22-4432

Project #4-280

State Serial Number: 4-12-5064

Description & Location: Mapping of the extent and location of the Gas, Water and Sewer mains and telephone and electric lines, etc., throughout Middlesex County. To be determined by consulting of existing records and interviews with the Public Officials and Utility Officials.

Sponsor: County Board of Frecholders.

Federal Funds: \$22,128.00

Sponsor's Contribution: 31.50 also typewriters, desks, chairs, drafting boards & supplies, office & janitor supplies, light, heat & County Engineer's services, etc.

Number employed: Male: 30  
Total: 30

There are approximately 1,200 miles of water lines, 950 miles of gas lines, 1,800 miles of sewer lines and 10,000 miles of telephone and electric lines to be located and plotted.

Work completed from inception to June 1st, 1936: 73 maps have been drawn to date and 26 maps have been completed in 16 separate towns.

Field survey work wholly or partly completed has been done in twenty-one towns.

There is enough work remaining to be done to continue the project for some time.

COUNTY MAP - NEW BRUNSWICK

Official Project #65-22-4831

Project #4-281

Serial Number 4-12-5069

Description & Location: Preparing a map showing zones in Municipalities now zoned and zoning other municipalities to conform with county requirements.  
National Guard Armory, New Brunswick, New Jersey.

Sponsor: County Board of Freeholders.

Federal Funds: \$9,540.00

Sponsor's Contribution: 21.50 also, desks, chairs, drafting boards, supplies, County Engineer's services, office and lavatory supplies etc.

Number employed: Male: 7  
Total: 7

Preparing a map showing zones in Municipalities now zoned and zoning other municipalities.

Work completed from inception to June 1st, 1936: Compiling data of the following municipalities also drawing up of the map to 1" to 400'.

New Brunswick  
Middlesex Boro  
Carterot  
South Brunswick

Motuchen  
Dunellen  
Piscataway  
Raritan Township

Milltown  
East Brunswick  
Woodbridge

ARCHITECTURAL PLANNING - RUTGERS UNIVERSITY

Official Project #65-22-5214

Work Project #2660-4-372

State Serial #4-12-5112

Description & Location: Architectural Planning and development of buildings and grounds at Rutgers University, New Brunswick, New Jersey.

Sponsor: Rutgers University.

Federal Funds: \$10,500.00

Sponsor's Contribution: 623.20 This includes 684 sq. ft. of office space, light, heat, stationery, drafting tables, boards, desks, chairs, & calculating machine. Actual cash expended - \$158.90.

Number employed: Male: 7  
Total: 7

This project contemplates a unified plan for the future expansion of the University. It includes the design and alteration of existing buildings and of anticipated new structures; also ground layouts and landscaping.

The University recently purchased 256 acres to be developed into a new campus for a large athletic plant including stadium and adjacent playing fields. Further study of this tract should be made for sites of academic buildings and possible design of individual buildings.

The actual work started January 27th, 1936, and is so diversified and of such a nature that it cannot be measured in units of work or accomplishments, and so has been considered as a continuous project. The full personnel of twelve men for this project has never been received, yet a gratifying showing has been made in the development study of the campus at large, locating new buildings, additions, walks, driveways, and landscape treatment. Drawings have been made for the alteration of the Reckitt's Building recently acquired by the University, into an office, classroom and laboratory building; Bleeker Place campus layout with new broken-flagstone walks, regrading, utilities and lighting standards; underground transformer vault and meter room in connection with the Engineering Building; and continuous checking and resetting of grades on the River Road campus. Construction is under way on the Reckitt's Building, Bleeker Place, transformer vault and River Road items.



STUDY OF STREET EXTENSIONS

Official Project #65-22-5035

Project #4-327

Serial #4-12-5026

Description & Location: Studies of street extensions, to determine essential and logical improvements, and to plan for future development of the County as a whole. Many of our municipalities have dead-end streets which could be extended beyond the territorial limits to connect up with roads in other municipalities.

Sponsor: County Board of Freeholders.

Federal Funds: \$2,772.00

Sponsor's Contribution: 55.50 also, typewriter, desks, chairs, drafting boards and supplies, County Engineer's services, office and lavatory supplies, light, heat, janitor service, etc.

Number employed: Male: 2  
Total: 2

The purpose of the project is to plan for the future development of the County as a whole. Very little, if any, such work has ever been done in Middlesex County with the exception of a study made for the tentative location of County Parks. We feel that there are many new roads which should be constructed for the benefit of the traveling public. All traffic from the state of New York and from most thickly populated sections of New Jersey passes through Middlesex County on its way to the shore. 40% of the work has been completed.

STUDY OF PARK AND PLAYGROUND FACILITIES - COUNTY WIDE

Official Project #65-22-5893

Work Project # 4-381

State Serial #4-12-5024

Location & Description: Land uses to study Park and Playground Facilities. Countywide.

Sponsor: Middlesex County Board of Freeholders.

Federal Funds: \$4,320.00

Sponsor's Contribution: 87.20 also County Engineer's Services, typewriters, desks, chairs, drafting boards and supplies, office & lavatory supplies, light, heat, etc.

Number employed:	Male:	4
	Female:	<u>2</u>
	Total:	6

Task involved: First: Locate by observation, properties in the congested areas of municipalities where Park and Playground facilities are inadequate.

Second: Search the titles of the properties and ascertain their tax status. (There are properties where the uncollected taxes amount to more than the present value of the property.)

Third: Draw maps of these properties, showing the proposed layout of playground facilities, and equipment, and also showing the surrounding congested area.

Work under the project started February 24th, 1936.

Work completed from inception to June 1st, 1936: The titles have been searched and the tax status has been obtained on eight blocks in different sections of New Brunswick. Enlarged drawings of these properties have been made for the purpose of working drawings, and then reduced to the scale of 400 ft. to the inch showing the surrounding congested areas and the building locations. Playground facilities and equipment have been sketched in to scale.

PLANS, ESTIMATES & SPECIFICATIONS OF PROJECTS

Official Project #65-22-6109

Work Project #4-390

State Serial #4-12-5142

Description & Location: For employment of Professional and Technical personnel for the development of plans, estimates and specifications of projects in Middlesex County. Located in National Guard Armory, New Brunswick, New Jersey.

Sponsor: Middlesex County Board of Chosen Freeholders.

Federal Funds: \$9,322.80

Sponsor's Contribution: Typewriters, desks, chairs, drafting boards, and supplies, County Engineer's services, office and lavatory supplies, light, heat, janitor service, etc.

Number employed: Male: 5  
Total: 5

Initial stage: Preparation of basic county map for study purposes.

Secondary stage: Preparation of sectional study maps for development of parks, highways, trend of population, extension of utilities, etc.

Field Surveys: Research gathering data and assembling data in study form.

Final stage: Preparation of plans, details, specifications, estimates and supervision of construction projects incidental to W. P. A. set-up not provided for by regular county agencies or other W. P. A. Projects.

Work completed from inception of project to June 1st, 1936:

Work started on this project February 3rd, 1936.

A. Basic map on tracing paper completed, showing existing park areas and areas that might become available for future park extensions.

B. Map on tracing paper, showing the trends of population about 90% completed.

C. One map on tracing paper for study purposes, showing existing and proposed new parks about 40% completed. One map on tracing paper, showing existing roads and proposed changes in roads about 40% completed. This map will also be used for study of proposed new through routes. One map on tracing paper, showing location of schools, churches, public buildings, about 75% completed.

Plans, Estimates, & Specifications of Projects - (Cont'd.)

D. One county map on which are indicated the routes of Interstate buses, 25% completed. Twenty-two sectional maps on tracing paper indicating local bus routes in municipalities, 25% completed. All this data is in preparation for use in compiling and completing the finished map.



SURVEY AND MAP - ROADS TURNED OVER TO COUNTY BY MUNICIPALITY

Official Project #65-22-5856

Work Project #2775-4-398

State Serial #4-20-5067

Description & Location: Mapping of 139 miles of road recently added to County Road Department (Plan. profile and cross section) County Yard, Scotch Plains, New Jersey.

Sponsor: Union County Board of Chosen Freeholders.

Federal Funds: \$20,508.00

Sponsor's Contribution: Drawing boards, instruments, paper, cloth, inks, transits, taps, rods, etc.

Number employed:     Male:     9  
                             Total:     9

This project started February 6th, 1936. The percentage of physical completion is 10.5%.

The work undertaken in this project includes a mass of technical data obtained from many reliable sources, independent surveys and private research. This data is being compiled and correlated into maps showing the location of County, City, Town, Township and Borough boundary lines; rivers, lakes, streams, brooks, and culverts, bridges, highways, streets and roads, as well as railroad right of ways and all private property lines.

The southern County boundary line between Plainfield and Rahway is being used as a base line for laying out a series of 145 maps, each 38" x 62" at a uniform scale of 100 ft. per inch representing an area of 23,560,000 sq. ft. or .845 sq. miles per map.

In the performance of this work we have obtained copies of tax maps, boundary survey maps and engineering data from Municipal Engineers offices of Plainfield, Scotch Plains, Westfield, Clark Township, Fenwood, and Mountainside. Also, profile cross section and road construction or improvement maps from Union County Engineering Offices, right of way maps of the Lehigh Valley R. R., Central R. R., Penna. R. R. and L. L. W. R. R., also data from State Riparian Survey, Union County Park Commission., State Department of Conservation; State Geological survey and surveys by private engineers.

Existing and available maps drawn on scales of 25 to 1000 ft. per inch covering well developed municipalities are in general individually reliable and to us it has become necessary to tie those separate

areas in true relation to one another. In order to control the accuracy of data taken from many sources and extending over so large an area as Union County, it has been necessary to select traverses or circuits of reliable dimensions and shapes to fit or adjust interior detail to such boundaries known to be actually true. In addition to obtaining necessary reference maps and engineering data, we have completed to date the key and index map, 8 completed tracings, covering an area of 6.75 sq. miles, 7 completed drawings covering an area of 6 sq. miles on blotting of 7 maps covering an area of 6 sq. miles., as well as field work running traverses on about 35,000 ft. of roads.

STUDY AND DESIGN DETAILS FOR LONG TIME PLANNING

Official Project #65-22-6600

Work Project #4-522

State Serial #4-12-5193

Description & Location: To obtain necessary engineering data and to study and design details for long time planning as regards streets, buildings, roadways, classes of construction and other physical improvements.

Sponsor: City Commissioners, New Brunswick, New Jersey.

Federal Funds: \$14,538.00

Sponsor's Contribution: 230.00 (Not including desks, chairs, stationery, telephone, janitor's service, etc.)

Number employed:	Male:	26
	Female:	<u>4</u>
	Total:	30

Task involved in work and details: The present work involved on this project consists of obtaining data on approximately 10,000 properties in the City of New Brunswick for determining tax valuations.

Workers are employed to analyze the various properties from data obtained through the City Engineer's Office. This data obtained is compared with Tax and Insurance Maps of the City of New Brunswick.

Valuations of land and buildings for 1933, 1934, 1935, and 1936 are transferred from present records to the new Index cards.

The parcels of property and the block where situated, together with the dimensions of the parcel, and buildings, if any, are plotted on these index cards by draftsmen. A description of the property is also typed on the cards.

Records of the Building Inspector are examined with respect to any alterations or additions to the property and any changes are noted on the index cards.

Various properties which are not laid out on what is known as the "Standard size of lots" are analyzed, and the depth, corner or front foot factor in regard to its value, is obtained. This information is also posted on the index cards referred to herein.

Date started: May 4th, 1936.

Approximate amount of work accomplished: There have been approx -

Study and Design Details for Long Time Planning - (Cont'd)

imately 3,000 parcels examined as above, and index cards of records partially completed. Drafting work relating to a similar number of properties has also been completed up to this time.



SURVEY AND MONUMENTING BOUNDARY LINE

Official Project      #65-22-6688

Work Project          #4-525

State Serial          #4-20-5143

Description and Location:      Surveying and Monumenting Boundary  
Line of City of Elizabeth, N.J.

Sponsor:      City Council, City Engineer's Office

Federal Funds:      \$7,596.00      Sponsor's Contribution:      \$1,956.

Number Employed:	Male	11
	Female	<u>          </u>
	Total	11

The preliminary work on this project, involving the location of street lines and monuments to locate the City Line was started May 5, 1936. To date we have covered about one third of the lines involved.

A search of the laws from 1793 to date is now in progress to determine the location of boundary lines of adjoining municipalities as defined by acts of the Legislature.

The City Engineer and the Assistant City Engineer by their counsel and advice have been of invaluable assistance in helping with the work.

When completed, the definite location of the City Line will help materially to settle many questions now pending, regarding locations of buildings, streets, etc. for tax and court purposes.

TOPOGRAPHICAL MAPS - SURVEY - ASBURY PARK

Official Project # 65-22-2088

Work Project #5-75

State Serial #5-13-5051

Description & Location: Survey and Map Sanitary sewers in  
City of Asbury Park.

Sponsor: City Commission of Asbury Park.

Federal Funds: \$4,896.00

Sponsor's Contribution: 320.00

Number employed:	Male:	6
	Female:	<u>1</u>
	Total:	7

This project was started in November 1935 and employs six men and one woman. The first task was to assemble all the miscellaneous data available in the City files and endeavour to discover which parts of the sewer and water system were not located.

All available data on existing maps has been plotted and field work is being done at the present time to obtain the missing data. A map of the City, scale 200 feet, equals 1 inch, has been drawn on detail paper and inked in. On this map, all sewer information, furnished by the city to-date, has been shown diagrammatically. Several sections of the city have been surveyed where street changes etc., have been made and the results plotted.

SEWER WATER MAPS

Official Project #65-22-3151

Work Project #5-81

State Serial #5-13-5020

Description & Location: Survey and map sewer and water systems  
Boro of Red Bank.

Sponsor: Borough Council.

Federal Funds: \$3,756.00

Sponsor's Contribution: 150.00

Number employed: Male: 6  
Total: 6

This project was placed in operation in November 1935, employing six men. The work consists of re-plotting and tracing the sewer and water maps of the boro, including any incidental field work necessary to check and bring the existing data up-to-date.

So far 60 sheets of the sewer maps have been replotted, 25 sheets have been traced but not checked and 5 sheets are fully completed and checked. On the water maps 57 sheets have been plotted but the field work has not been done. There are 3 sheets checked and ready for tracing.

Red Bank has never had an adequate system of maps showing necessary data for the use of the sewer and water departments. Both the departments are highly satisfied with the results of the project and particularly the high type of work being turned out by the personnel.

SURVEY - LIGHTS, FIRE ALARMS, LONG BRANCH

Official Project #65-22-1699

Work Project #5-84

State Serial #5-13-5040

Description & Location: Survey of street lighting and fire alarm systems in Long Branch.

Sponsor: Long Branch City Commission.

Federal Funds: \$2,434.00

Sponsor's Contribution: 193.00

Number employed: Male: 4  
Total: 4

The following is a verbatim report of the Supervisor of the above project:

On November 19th, 1935 we were authorized to proceed with a survey of the Fire Alarm and Electric Street Lighting System for the city of Long Branch.

This survey is being made to draw a map of the fire alarm and electric light system to facilitate the location of a ground or break in the wire. A machine can be attached to the circuit at the battery house which will show about how many feet distant the trouble is and by referring to the map, can be located in a few minutes time.

We do not file individual reports. We make a sketch of each street, showing location and distance of poles and wires, which are submitted every other day to Joseph Dempsey, the Supervisor of the Fire Alarm and Electric Light System for the city of Long Branch.

When the sketch of the Fire Alarm System was complete, we then had to take the resistance of each fire alarm box. This is practically complete, but due to the installation of new boxes, will have to wait for completion. This will take about one month to complete, it requires lineman's work.

On the 15th of April we started making the sketch and measurements of the underground wiring of the electric standards. This sketch is about three-quarters complete. When this sketch is complete, we will then have to check each standard for measurement to find if underground wire corresponds to the ground distance and see which direction the circuit runs from transformer.

I have two assistants who are very much interested in their work. We all feel that the Works Progress Administration has brought renewed



Survey - Lights, Fire Alarms, Long Branch. (Cont'd.)

confidence in the business man and has been a great factor in the upturn of business.

I would like to compliment the staff of the Asbury Park office of the Works Progress Administration on the cooperation and courtesy extended to our project.

SURVEY AND MAP - WATER LINES - ALLANHURST, N. J.

Official Project #65-22-1556

Work Project #5-133

State Serial #5-13-5038

Description & Location: Survey and map water lines, Boro of  
Allenhurst, New Jersey.

Sponsor: Boro Council of Allenhurst.

Federal Funds: \$1,356.00

Sponsor's Contribution: 150.00

Number employed: Male: 1

Total: 1

This project was started on December 4th, 1935, employing two men up until April 3rd, 1936. By this time the field work was completed and the draftsman is the person remaining to finish the map work.

A chain survey of the Borough's Water Distribution System has been made. Field work was started December 4th, 1935. This work consisted of locating various valves, fire hydrants, size of pipes, etc., so that same would be shown on maps to be drawn up. The Borough has two separate water systems - "lake water" (from Deal Lake) which is used only for fire hydrants and lawns; "artesan water" which is used for drinking.

After the field work was done, the valves, hydrants, etc., were plotted on drawing paper. Both systems were plotted together, one in red, the other in green, so that it could be determined more easily which valves belonged to lake system and which to the artesan. After decision had been made, the results were shown to Mr. James E. Hennesy, Borough Superintendent, and any questions in doubt were taken up and decided.

Computations also had to be made of the entire Borough of Allenhurst to determine the block distances and angles formed by street intersections. Then two separate drawings were made on tracing cloth, one of each system. These drawings are complete and show street distance, street angles, locations of pipes with reference to curb lines, so in case of leaks or other emergencies, pipes can be located easily. These two drawings have been completed and blue prints made and turned over to the Borough.

In connection with the above work, smaller maps are to be made in duplicate, and to be bound in a post binder. Up to June 1st, five (5) original sheets were completed.

Work still to be done consists of thirty-five (35) more sheets. The Borough is also desirous of having two maps of the water systems made

Survey and Map - Water Lines - Allenhurst, N. J. (Cont'd)

on linen-back white drawing paper and colored to be framed and hung on the wall in Borough Hall.

MAPPING BUS ROUTES - TOMS RIVER

Official Project #65-22-5915

Work Project #5-168

State Serial #5-15-5024

Description & Location: Survey and map of school bus routes in Ocean County.

Federal Funds: \$1,428.00

Sponsor's Contribution: None

Number employed:	Male:	2
	Female	<u>2</u>
	Total:	4

Work on this project from March 9th to June 1st has been completed as follows:

- (A) Fifty-three of the transportation routes have been surveyed by driving over routes and the highways and lanes leading thereto in order to determine by speedometer measurements the location of the residences of all families from which any children are transported to school.
- (B) While the above was in progress, work has proceeded in preparing an enlargement of a map of the county to the scale of two miles to the inch. This map is being worked out by sections covering from one to four municipalities in a section. Fifteen of the sixteen sections to make a county map are now ready to be traced on tracing cloth and blue printed.
- (C) A report blank was designed to secure data from each family as to the number and ages of children who are now and in the future will be claimants for school transportation service. These blanks have been distributed to the schools of the county and the data thereon remains to be compiled.
- (D) The number of children involved in the field survey is approximately 2,500. The number of miles traveled, 1,900.

This project will serve a useful purpose in making readily available certain data and information needed in planning and readjusting the transportation service for the next few years.



TREE SURVEY

Official Project #65-22-5669

Work Project #5-165

State Serial #5-13-5032

Description & Location: Survey of Trees Throughout the Boro of  
Red Bank.

Sponsor: Red Bank Boro Council.

Federal Funds: \$1,800.00

Sponsor's Contribution: 50.00

This project was placed in operation in January and employs two men. The work so far accomplished is as follows:

53 Streets completed but not indexed.

35 Streets completed and indexed.

392 Blocks completed.

This includes all the area west of and including Broad Street.

The purpose of this project is to provide a basis for comprehensive tree planting and care throughout the Boro.

ROAD SURVEY - TAX MAP

Official Project #65-22-5558

Work Project #5-191

State Serial #5-15-5001

Description & Location: Union Township Tax Map in Ocean County.

Sponsor: Union Township Committee.

Federal Funds: \$ 7,344.00

Sponsor's Contribution: 1,262.00

Number employed:	Male:	8
	Female:	<u>2</u>
	Total:	10

The following is a verbatim report by the Supervisor of the above project:

Field Party: Traverses 10.25 miles of road, 7.5 miles of Township line, 6.2 miles of streams and set 11 large concrete monuments along the said Township lines.

Draftsmen: Plotted 456 descriptions into maps, 16 miles of road traverse, 14 miles of Township line and finished one 1" to 1000 feet index map.

Title searcher and secretary: Have taken off 658 descriptions and run 36 grantor and grantee searches on old estates, etc.

All of the people on the project are interested in their work and we have not had any labor trouble, verbal or otherwise.

Sponsors: The Union Township Committee members are very interested in the work, they visit our office occasionally and I make monthly reports at their meetings. They have never refused us any material which I have asked for and have cooperated with us in every way possible.

Many of the local people have shown considerable interest in our work especially the Barnegat Exchange Club, who asked me to give a talk on the tax map at one of our recent meetings. The Board of Education has let us use one of the class rooms in the grade school for an office.

This work, we believe, when completed, will be the salvation of this Township. Due to our new high school, our taxes are extremely high, they were \$7.11 last year. This is due to the unequal tax assessment and because at least 50% of our land has not been assessed, but with all assessed and equal distribution, we believe we can lower this

Read Survey - Tax Map - (Cont'd.)

to about \$4.00 and the tax map will be instrumental in doing this. It will also make it much easier for the Township to dispose of Tax Sale lands.

SURVEY, MONUMENT & PLOT BOUNDARY LINE - COUNTYWIDE

Official Project #65-22-3161

Work Project #769-7-81

State Serial #7-3-5013

Description & Location: Sherriff's Building, Mt. Holly - County  
- Establishing boundary.

Sponsor: Board of Freeholders

Federal Funds: \$9,141.00

Sponsor's Contribution: 571.00

Number employed:	Male:	14
	Total:	14

The need for establishment of accurate boundary lines has been accentuated by the gradual disappearance of land marks, referred to in old deeds. The favorite land mark of the old days was the tree into which the surveyor drove a spike, but many of these trees have disappeared. Counties are jealous of the land possessions in these days because land to be taxed, must be in a taxing jurisdiction. Land disputes between individuals also bring up the question of jurisdiction.

Approximately 145 miles of Burlington County lines will be surveyed and accurately monumented by this project. The task has been complicated by the fact that 31 changes in boundary lines have been made since 1694. 200 pages of records and references pertaining to the boundary have been compiled by the research division of this project. Measurements are now being taken along the Mullica River where almost every foot of the line has to be cut through thick trees and under brush. All field information will be plotted on drawings to a scale of 200 and 1000' respectively.



# TOPOGRAPHICAL SURVEY

Official Project #65-22-1534

Work Project #1375-7-149

State Serial #7-11-5007

Description & Location: Contour map - sewer and drain. Hamilton Township Municipal Building, Hamilton Township.

Sponsor: Hamilton Township Committee.

Federal Funds: \$7,238.00

Sponsor's Contribution: 320.00

Number employed: Male: 13  
Total: 13

A topographical survey, and plotting of 2 foot contour maps covering approximately 16,000 acres in the Township of Hamilton.

It is the intention of the sponsors to submit these contour maps to some reliable Sanitary Engineer at the earliest possible date, for the purpose of making an accurate study of same and determine the cost of installing an adequate sanitary sewage system, which will accommodate about 30,000 inhabitants residing in the densely populated districts of Hamilton Township.

Surveys and drawings have been completed on approximately 9,600 acres of the most populated section which can now be used in laying out the sewer system.

The personnel of the Project consists of 12 men; 1 Chief of Party.

Office Force: 4 Draftsmen

Field Force: 2 field parties, consisting of 7 men, 1 transitman

Field Party #1- 1 Rodman, 1 Chainman, 1 Transitman

Field Party #2- 1 Rodman, 1 Chainman, 1 Laborer.

TOPOGRAPHICAL SURVEY OF DELAWARE & RARITAN CANAL - TRENTON, N. J.

Official Project #65-22-3496

Work Project #1730-7-207

State Serial #7-11-5012

Description & Location: Delaware & Raritan Canal, City Hall.

Sponsor: City of Trenton

Federal Funds: \$9,948.00

Sponsor's Contribution: 520.00

Number employed:	Male:	11
	Total:	11

This project was begun on November 21st, 1935, with instructions to make a topographical and cross-sectional survey of the Delaware and Raritan Canal, including research work as to the surface drains and sewage now discharging into the canal; and also to make a topographical and cross-sectional survey of Sanhican Creek running through the heart of the City. From the data collected it was proposed to estimate the cost of flume and fill for those projects which the City hopes to accomplish.

The Topographical survey of the Delaware and Raritan Canal was the first job tackled. Our point of beginning was at Lalor Street and the Canal, and we ran our traverse line in a northerly direction on the west bank of the canal. All buildings, fences, railroad tracks, the Canal bank and anything else of importance were located by the system known as "plus and offset", and also the stadia method. We were able to run our traverse line in a continuous straight line from Greenwood Avenue, a distance of 6612.52 feet. From Greenwood Avenue to State Street our traverse line was ten feet West and parallel to our first line for a distance of 1620.15 feet, and from State Street to the Pennsylvania Railroad at the canal feeder in a straight line making an angle with the proceeding line for a distance of 1966.95 feet. At each bridge we chained across the canal to a point on the East bank, then ran a line in a southerly direction to a point at the next bridge to the south, then across the bridge to the point of beginning. In this manner we were able to make a number of closed traverses, each traverse extending from one bridge to the next. Altogether there were nine separate traverses surveyed and the north boundary of the first coincided with the South boundary of the second, etc.

After our topographical survey was completed, we began our profile and cross-sectional survey. We started our elevations from a precise city bench mark in the neighborhood of Lalor Street Bridge. From this elevation we determined the elevation of the stakes of our traverses,

then we ran profiles of the east and west banks of the stream, taking elevations at every 100 feet, beginning at a point 800 feet south of Lalor Street and ending at the Canal Feeder, a total distance of about 11,000 feet. After finishing the profile work, we began our cross sections at the Canal Feeder, and took sections at every two hundred feet and wherever there were any irregularities in the banks of the stream, for a distance of about 100 feet each side of the center. At street intersections we ran levels on the curbs 300 feet each side of the center of the Canal, in order to ascertain Street grades.

Weather conditions were fair up until the end of December. During the months of January and February, Trenton was gripped with a continuous cold spell, during which time our progress was very slow, due to so much snow and ice on the ground. Quite often the wind was so strong that it was impossible to use the instrument to turn an angle. We lost considerable time on account of blizzards and Holidays. At the present time there are 11 W. P. A. workers on this project, as follows: one chief of party, two instrument men, one draftsman, four chainmen, and three laborers. Approximately 50% of this work is completed.

MEASURE & PREPARE MAPS - TRENTON

Official Project #65-22-3493

Work Projct #1901-7-216

State Serial #7-11-5020

Description & Location: Measure and prepare maps, street light poles. Municipal Building.

Sponsor: City of Trenton

Federal Funds: \$1,875.00

Sponsor's Contribution: None.

Number employed:	Male:	5
	Total:	5

The Pole Survey conducted by W. P. A. included measurements to locate all the poles and posts along the city streets and the drawing of maps accurately showing all these poles and posts.

The completed maps are now used in the City Engineering Offices, particularly in planning changes in the street lighting system.

One of the facts determined by this survey was that there were 158 old trolley poles along the streets which were no longer in use. The trolley company has been asked to remove these poles and this work is now in progress. The appearance of the streets is thus being materially improved.

This project has been completed.



SURVEY OF STREETS - PRINCETON BORO

Official Project #65-22-3445

Work Project #1902-7-217

State Serial #7-11-5050

Description & Location: Survey of streets and prepare plans.  
Princeton.

Sponsor: Princeton Boro Council.

Federal Funds: \$7,133.00

Sponsor's Contribution: 256.00

Number employed: Male: 10  
Total: 10

The need of a comprehensive survey of the Boro streets has long been apparent. During the past fifty years the Boro Council has employed various Engineers, some on part time. Often there has been no permanent record left of the improvements undertaken. Those plans which have been made have been of various sizes and to various scales. Many of them are on heavy mounted paper which is poorly adaptable for filing. These plans can be duplicated for field use only by the expensive process of tracing. Only a few of the streets plans show the cross sections used in the construction of the streets.

W. P. A. Project #7-217 undertakes to establish throughout the Boro a permanent system of bench marks in accordance with U. S. Coast and Geodetic control benches. In the past there has been no attempt to coordinate the bench marks throughout the Boro, many of them being of such a nature as to be moved or destroyed with the lapse of time.

This project also undertakes to make an accurate survey of the streets as they now exist, and to draw plans and profiles of the curbs together with cross sections from sidewalk to sidewalk at 50 foot intervals or more frequently, if necessary. The average number of points taken in each cross section is eleven.

To this end there has been established and tabulated a comprehensive system of 130 bench marks, U. S. Coast and Geodetic Datum, 115 tracings 24" by 36" of a final total of 166 have been completed, leaving 51 tracings to be completed.

Since the value of this project to the People of Princeton is to a large extent dependent upon it's completion, the Boro Council deems it most vital that an extension be granted in accordance with the terms of the application.

## BUILDING PLANNING

Official Project #65-22-4149

Work Project #1903-7-218

State Serial #7-11-5045

Description and Location: Plans for Public Buildings.  
Trenton Department of Public Buildings.

Sponsor: City of Trenton

Federal Funds: \$4,870.00

Sponsor's Contribution: None.

Number employed:	Male:	4
	Female:	0
	Total:	4

The data being compiled on this Project, 7-218, is for the purpose of bringing up to date all plans and specifications of all buildings owned by the City of Trenton, as these buildings, since originally completed, have been altered, additions built, and various improvements added at different periods.

The amount of progress on this project calling for bringing all plans of city owned buildings up to date, is as follows:

### Municipal Colony

Administration Building:	20%
Home for the Aged	70%
Children's Hospital	40%
Isolation Hospital	100%
Tuberculosis Hospital	70%
TOTAL : - complete	60%

### Police Department

1st Precinct	100%
Elec. Bureau	95%
2nd Precinct	70%
Traffic Paint Shop	15%

### Fire Department Buildings

53-55 W. Hanover St.	70%
502-505 S. Broad St.	70%
718-720 S. Broad St.	70%
561 N. Clinton Ave.	70%
94 Pennington Ave.	95%
59 S. Olden Ave.	70%
500 Hamilton Ave.	70%
696 Stuyvesant Ave.	70%
900-910 Brunswick Ave.	70%
1005 S. Clinton Ave.	70%
240-248 Perry St.	90%
Repair shop rear 242 Perry	40%
Oil house rear 248 Perry	40%
Smoke test house rear "	40%

SURVEYING OF BUILDING RECORDS, FIRE HAZARDS AND SANITATION

Official Project #65-22-6027

Work Project #2606-7-266

State Serial #7-11-5009

Location: Municipal Building.

Description: Survey to bring records to date.

Sponsor: City of Trenton.

Federal Funds: \$49,428.00

Sponsor's Contribution: 4,158.00

Number employed:	Male:	57
	Female:	<u>2</u>
	Total:	59

In order to bring the City Building Records up to date our first step was to send out about 23 crews of two men each in charge of five foreman known as assistant Technicians to collect data as to type, age, construction and materials used in buildings, also condition of structures.

The above constitutes our Field Force.

Our office force consists of typists and tabulators who record and check data obtained by the field force against the city atlas maps. The City atlas maps being revised to agree and brought up to date where necessary.

To date out of 30,000 property parcels, approximately 12,400 have been physically measured, and an additional 7800 are in process of completion. Tabulation and typing is keeping pace with the field work.

When this survey is completed it will provide valuable and comprehensive data of all properties, thereby enabling the City Assessors to make their assessments more accurately and intelligently, resulting in reduction of appeals and giving the public first hand information when requested. It will also improve the building permit system, as these records will be re-arranged and brought up to date.

This information will also be of great value to building inspectors as it will show obsolete and dilapidated buildings, in addition to exposing fire hazards. It will also be valuable from a sanitation standpoint as it will show up undesirable and unsanitary conditions.

The City of Trenton delegated one of its permanent employees to assist in the work, and subsequently appointed five additional men for

Surveying of Building Records, Fire Hazards and Sanitation- (Cont'd.)

surveying and investigating buildings in cooperation with the W. P. A. personnel of this project.

Due to financial conditions the City of Trenton could not alone finance this project and therefore had to depend on Federal aid of the W. P. A. to obtain this valuable data and bring its old records up to date.



## SURVEY ROADS & HIGHWAYS - COUNTYWIDE

Official Project #65-22-6337

Work Project #3113-7-317

State Serial #7-3-5039

Description & Location: Survey network of roads and highways -  
Topographical sketches of County, Burlington County  
Highway and Roads..

Sponsor: Board of Freeholders.

Federal Funds: \$9,870.00

Sponsor's Contribution: 1,828.00

Number employed: Male: 14  
Total: 14

### PURPOSE OF PROJECT

To make a survey of the major County Roads in Burlington County to determine their present relation to the original returns as formerly established, as well as their relation to abutting properties.

### FACILITIES

(A) A force of two field crews (not complete to date) and two draftsmen.

(B) Office space and field equipment contributed by the Burlington County Engineers Office.

(C) Data relative road returns, vacations and abutting property descriptions furnished by W. P. A. Project 7-281.

### PROCEDURE

Establish a centerline of the roads based on a combination of original returns as filed, property stones found and physical conditions on the ground. Upon this build a topographical survey showing existing conditions in relation to the filed width of road but keeping in mind the possibility of widening, especially on the curves.

### PROGRESS TO DATE

At the request of the County Engineers Office, work was started on the road from Mt. Holly thru Lumberton and Medford to Atsion. A center line of this road has been established for a distance of 24,500' southerly from the Mt. Holly Township line and all detail for a distance of 33 feet each side of the centerline accurately located. This is being plotted in the office as the field work progresses.

Survey Roads & Highways - Countywide. (Cont'd.)

It was found not only difficult but impossible to make satisfactory comparison between the road as existing and the returns established years ago. Both courses and distances varied beyond compatibility. The same was found regarding the property corners. Corners supposed to lie in the center of the old road were found to be entirely off the present right of way or else so much off the present travelled and surfaced way as definitely to eliminate the possibility of constructing a road according to them.

At the present writing, the plan is to establish a centerline satisfying the data available and conditions on the ground and to this tie as many property lines as possible. If, upon assembling and plotting this information changes or adjustments seem advisable, such will be made. All P.I.'s or tangent intersections are being permanently marked in the field by tin blinkers and spikes with suitable ties so that any one of them can be found without difficulty.

The actual survey on the road progresses more rapidly than that of finding the property stones and establishment of property lines. There will, therefore, be periods when no actual advance on the road can be reported, all or most of the time being spent on reconnaissance and locating stones.

SEWER SURVEY - CAMDEN, N. J.

Official Project #65-22-712

Work Project #524-8-66

State Serial #8-4-5003

Description & Location: Survey and collection of data for preparation of new sewer maps and bench levels in the City of Camden. Location: New City Hall, 6th & Market Streets, Camden, New Jersey.

Sponsor: Board of Commissioners of the City of Camden.

Federal Funds: \$10,754.00

Sponsor's Contribution: 1,460.00

Number employed:	Male:	11
	Total:	11

The W. P. A. Project calling for a survey and collection of data; preparation of new sewer maps and bench levels of the City of Camden, was started on October 30th, 1935, and has worked steadily since that date. With several field parties collecting data in the field, this data is being transcribed on maps by draftsmen working in the office of the City Engineer.

The Project was originally operated under the E. R. A. Project #4-F2-105 and at the time the W. P. A. took over the operation it was approximately 57% complete.

The result of the work, when completed, will be that the City will have an up-to-date map showing all existing sewer lines and bench levels throughout the City, and it will eliminate needless expense in case of trouble by finding these lines without the necessity of tearing up pavements.

The City Engineer has several times commented very favorably regarding the work being done and the caliber of the workers and the value to him of the information being obtained.



PREPARATION OF UTILITY MAP

Official Project #65-22-823

Work Project #562-8-68

State Serial #8-4-5024

Description & Location: Preparation of Utility Map of the Township showing underground structures. Located in the Municipal Garage, Oneida Avenue, Westmont, New Jersey.

Sponsor: Township Committee

Federal Funds: \$4,242.00

Sponsor's Contribution: 285.00

Number employed: Male: 6  
Total: 6

The W. P. A. Project calling for a survey and drawings of utility maps of Haddon Township showing underground structures, was placed in operation on November 4th, 1935. The Township had no complete maps or records showing these underground structures and depended primarily on the memory or incomplete records of the Township Clerk.

The field party has made engineering surveys, gathering the data and locations necessary. This information is being transcribed on some fourteen maps which will become a permanent record for the use of the Township Officials, showing complete information as to locations, depths and types of underground structures. The field work is now nearing completion with the exception of tying up some of the lines in one part of the Township and the Project will be completed in its entirety about August 1st, 1936.

The Project Supervisor, an Engineer of outstanding ability, and his workers, have been commended very highly by the Township Officials for the quality of work that they are doing. The completion of the Project will give the Township data of great value to them, information which they have wanted for years, but would have never been able to collect if it had not been for the financial help of the W. P. A.



CITY SURVEY & MAPPING - GLOUCESTER, N. J.

Official Project #65-22-1083

Work Project #562-8-80

State Serial #8-4-5021

Description & Location: To locate and record the locations of all existing monuments relating to street property lines. Located at the Fire Hall, Bergen Street, Gloucester, New Jersey.

Sponsor: Common Council of Gloucester City.

Federal Funds: \$8,064.00

Sponsor's Contribution: 420.00

Number employed:	Male:	10
	Total:	10

This W. P. A. Project calls for the location and recording of all existing monuments relating to street property lines. This Project was put into operation on November 4th, 1935 and since that time has been operated to check up the block lines, street locations, and bench marks in the City of Gloucester. It has been necessary in this Project to check up the old deeds of properties throughout the City and to run lines as a check against the lines shown in these deeds.

The records of Gloucester City, which is one of the oldest municipalities of Southern New Jersey, are very old and vague, and it is the purpose of this Project to bring all these records and surveys up-to-date, so that Gloucester City may have an authoritative map which will show true property lines and bench marks.

The office personnel check the records in the Recorder of Deeds Office and the field parties verify these records by outside survey. Much progress has been made in this work, but due to the uncertainty and vagueness of the records, it has taken considerable time in verification work and the Project will run for some months to come for complete and accurate maps and records. When this Project is finished, Gloucester City will have authentic records which will enable property owners to have accurate surveys made at a nominal cost and will also eliminate numerous discrepancies which have cropped up from time to time.

PREPARATION OF PLANS - UNDERGROUND UTILITIES - COLLINGSWOOD, N.J.

Official Project #65-22-1730

Work Project #806-8-94

State Serial #8-4-5043

Description & Location: Preparation of plans showing location of all publicly owned underground utilities within the boro limits of Collingswood. Located in the Boro Hall, Collingswood, New Jersey.

Sponsor: Boro of Collingswood.

Federal Funds: \$7,068.00

Sponsor's Contribution: 1,000.00

Number employed:	Male:	6
	Female:	<u>1</u>
	Total:	7

This W. P. A. Project calls for the preparation of plans showing location of all publicly owned underground utilities within the Boro limits of Collingswood. This Project was put into operation on November 4th, 1935, with an original force of eleven people. Two field parties have been working, making surveys of all underground utilities within the Boro, their records being transcribed on detail maps showing locations of all storm sewers, sanitary sewers, man holes, water mains and connections.

The work has now progressed to the point that only one field party is operating. This field party will complete its work by the first of July, leaving only the map work by the draftsmen to be completed.

The records of the Boro before this Project was undertaken were very inadequate as the original water and sewer systems were constructed by private companies and when the Boro purchased these systems, complete records were not available. When this Project is completed the Borough will have authoritative records showing all these underground utilities, thereby eliminating unnecessary expenditures in finding these lines in case of an emergency, and also eliminating duplication of construction.

Mr. John H. Osler, Jr., Engineer of the Boro of Collingswood, has several times expressed his appreciation of the work that is being done on this Project, and we feel that the Boro of Collingswood will reap considerable benefit from this work. The Project will probably be completed by the first part of August.

ARCHITECTURAL DESIGN

Official Project #65-22-5648

Work Project #2650-8-286

State Serial #8-4-5011

Description & Location: Architectural and Engineering design, preparation of plans, estimates and specifications for 32 parks shelters, 11 comfort stations, 25 fire places, 20 bridges, 1 out-door theatre, 40 tourists cabins, 1 vehicular underpass, 2 dams, 2 bath houses to be constructed throughout Camden County Park System. Location of the office is at the Park Commission, Court House, 6th & Market Streets, Camden, New Jersey.

Sponsor: Camden County Park Commission

Federal Funds: \$12,192.00

Sponsor's Contribution: 940.00

Number employed: Male: 8  
Female: 3  
Total: 11

The above mentioned Project was put into operation on February 2nd, 1936, with the personnel of trained Architects and Architectural Draftsman consisting of eleven people.

The work of the Project consists of designing and preparing of plans, estimates and specifications for the various buildings which are to be constructed throughout the Camden County Park System under the W. P. A. Works Program.

The work to date, has progressed very nicely and the plans and specifications are being submitted to the Park Commission as made up on the Project, and after approval by them, details and quantities are figured out so that there will be no hold up in the construction work when building operations are started.

The termination date is not as yet established, but the work of the Project should run into the fore part of the year of 1937.



LAND TITLE SURVEY

Official Project #65-22-5651

Work Project #2691-8-293

State Serial #8-4-5010

Description & Location: Land, Title & Topographical surveys of land to be acquired for Park development situated along the Great Egg Harbor River and branches between Atlantic County Line and Boro of Berlin, a distance of 20 miles. Office located in the Park Commission, Court House, 6th & Market Streets, Camden, New Jersey.

Sponsor: Camden County Park Commission.

Federal Funds: \$32,376.00

Sponsor's Contribution: 3,920.00

Number employed:	Male:	27
	Female:	<u>10</u>
	Total:	37

This project was put into operation on January 30th, 1936 with a force of personnel of thirty-seven workers which include Engineers, Transitmen, Title Searchers, and Draftsmen. They have been making a Topographical survey of land situated along the Great Egg Harbor River which land is being developed into a Park by the Camden County Park Commission with the help of the W. P. A.

This work, which involves this physical survey and the checking of titles, must be done before the actual Works Program starts in this locality, and as much of the land to be used in this development is virgin territory, the searching of titles and transfers is quite a complex operation. It is necessary for the survey parties to practically cut their lines through forest and swamps, as monuments which were probably set many years ago have either been obliterated or totally destroyed.

We have been very fortunate in having as a Supervisor, an Engineer who has lived and worked in this territory a good part of his engineering life and he is doing a very fine piece of work on this Project.

There is no termination date set as yet, but the Project is running up to schedule originally set up and should terminate the first part of next year, unless we should run into some persistent difficulties.



HOUSE NUMBER RECORDS - GLOUCESTER, N. J.

Official Project #65-22-5950

Work Project #2774-8-301

State Serial #8-4-5135

Description & Location: Designate house numbers in various sections of the City to make all City numbers conform to a standard; and set up numbers for houses that at present have no numbers. Preparation of maps showing locations and house numbers and streets. Work to be done at the City Hall, Monmouth Street, Gloucester, New Jersey.

Sponsor: Gloucester City Council.

Federal Funds: \$2,570.00

Sponsor's Contribution: 252.00

Number employed:	Male:	4
	Total:	4

The above mentioned Project was placed in operation on February 10th, 1936, with a force of four experienced workers to standardize house numbers in the City of Gloucester. Through annexation at different times, various sections were joined with the City, these sections have their own house number system and use numbers which were very confusing and did not conform to the numbers on the same streets in the older section of the City, also some of these houses and lots had no numbers at all.

The Project has been operating to set up a standardized numbering system for the entire City, preparing maps showing locations and house and lot numbers on all the streets in the City.

Considerable progress has been made to date and the work is about 50% complete, final completion of the Project should take place about the middle of October.

MAPPING SEWERS - COLLINGSWOOD, N. J.

Official Project #65-22-5743

Work Project #2776-8-302

State Serial #8-4-5042

Description & Location: Mapping of sewers in the section of Collingswood bounded by Atlantic Avenue, Lakeview Drive, Newton Lake and Cuthbert Road. Work to be done at the Municipal Building, located on Haddon Avenue, Collingswood, New Jersey.

Sponsor: Board of Commissioners of the Boro of Collingswood.

Federal Funds: \$3,154.00

Sponsor's Contribution: 455.00

Number employed:	Male:	8
	Female:	<u>1</u>
	Total:	9

The W. P. A. Project calling for the mapping of sewers in the section of Collingswood was put into operation on February 3rd, 1936, with the force of nine people, with a view of ascertaining by actual check whether there were any cross connections between the sanitary and storm water sewers in a certain section of Collingswood.

The Project has progressed to a point where recommendations have been made for the elimination of certain cross connections, and also other faults and errors in the sewer system which might tend toward unsanitary conditions. All survey work has been completed and at the present time maps are being drawn up showing the results of this investigation, with recommendations as to the clearing up of these faults.

The Project work will be complete in its entirety about the first part of July.

MAPPING OF WATER DISTRIBUTION SYSTEM - ATLANTIC CITY, N. J.

Official Project #65-22-3565

Works Project #9-86

State Serial #9-1-5010

Description & Location: To finish a complete physical check of the water Distribution System of Atlantic City and mapping same.

Sponsor: Department of Public Parks & Property, City Commission, Atlantic City.

Federal Funds: \$10,716.00

Sponsor's Contribution: 1,490.00

Number employed:	Male:	12
	Female:	0
	Total:	12

The staff employed on this project is divided into three divisions, two in the field and one in the City Engineer's Office plotting maps from information obtained in the field. The inside staff is composed of two draftsmen who are taking the field information and plotting same on a Key Map, 22 Sectional Maps, and 110 Intersection maps all to be done in ink.

One division of three men is going over the entire water hydrant system in the City (there are approximately 1365 hydrants), cleaning and greasing each individual hydrant. This work has been highly commended by the City Fire Department.

The other division is composed of seven men whose duty it is to locate all water valves and pipe lines (over 120 miles of pipe lines) as to location, size, and make, which information is turned over to the draftsmen and plotted by them on the maps. The location of many pipe lines and valves is not known and a Valve Finder with a magnetic needle is employed in locating them underground.

This project is considered by the Water Department of Atlantic City to be extremely important and it is highly commended by the National Board of Fire Underwriters.

This project was started in 1934 under the C. W. A., continued in 1935 under the E. R. A., and on November 26th, 1935, was taken over by the Works Progress Administration.

MEASURE AND PREPARE MAPS - TRENTON

Official Project #65-22-3493

Works Project #1901-7-216

State Serial #7-11-5020

Description & Location: Measure and prepare maps - Street  
Light Poles, Municipal Building,  
Trenton, N.J.

Sponsor: City of Trenton

Federal Funds: \$1,875. Sponsor's Contribution: None

Number Employed:	Male	5
	Female	_____
	Total	5

The pole survey conducted by W.P.A. included measurements to locate all the poles and posts along the city streets and the drawing of maps accurately showing all these poles and posts.

The completed maps are now used in the city engineering offices, particularly in planning changes in the streets lighting system.

One of the facts determined by this survey was that there were 158 old trolley poles along the streets which were no longer in use. The trolley company has been asked to remove these poles and this work is now in progress. The appearance of the streets is thus being materially improved.

This project has been completed.



## BOUNDARY SURVEY

Official Project #65-22-5938

Work Project #9-190

State Serial #9-6-5008

Description & Location: Boundary Survey, Millville City lines, including placing of 50 monuments to establish permanent record. Millville, New Jersey.

Sponsor: City Commissioners.

Federal Funds: \$6,905.00

Sponsor's Contribution: 375.00

Number employed:	Male:	10
	Total:	10

This project, known as the City of Millville Boundary Survey, is being sponsored by the City and the headquarters are at the office of the City Engineer, who is superintending the work.

The object of the survey is to determine the true location of the Township Lines forming the limits of the City and to mark the said lines with permanent workable monuments of stone or concrete appropriately marked.

This project is of very great importance to the City of Millville. It has been almost impossible to determine just how much land lies within the City limits. With the Township lines accurately determined, we will be able to know the acreage of all properties adjacent to the lines. Our assessments necessarily were not correct, with our tax maps incomplete. Just recently a manufacturing plant which has been paying taxes to the City of Millville, found that it lies in the Township of Landis. The monumented line will be used to tie in properties, and will later be adjusted to the coordinate system of the State of New Jersey.

The survey party consists of a chief of party, an instrument man, two rodmen, two chainmen, and five axemen. The total length of the lines to be established is 28 miles, 118 of which are on land, and the remainder along streams.

## TAX MAP SURVEY

Official Project #65-22-6009

Work Project #9-199

State Serial #9-6-5005

Description & Location: Revise tax maps and work up Index Record cards covering owners of each parcel of land in the City of Millville.

Sponsor: Town Council.

Federal Funds: \$3,420.00

Sponsor's Contribution: 936.00

Number employed:	Male:	4
	Total:	4

This project is being sponsored by the City of Millville, the headquarters are at the office of the City Engineer who is supervising the work. It is known as the City of Millville Tax Map Survey.

The work consists in redrawing many of the original large tax map sheets, from which the finished sheet is copied. The former in many cases are in such shape, that, without revamping, they are unfit for use. Many tracts have been sub-divided, and these must be placed on the tax map sheets.

The most important part of the work consists in working up about 15,000 record cards each of which contains a history of a particular property in the City. The card shows the names of the different owners for years back. In other words, when this work is done, we will have a brief search of each tract in the City of Millville. The information is most valuable and is used daily by many citizens; the City Clerk is constantly tracing back over the records to determine the owners of certain properties for his tax search. The great value of the work which is being done in this project is surely appreciated by those who must use the information.

In the City Engineer's Office are located one draftsman who works on the maps and one clerk engaged in the preparation of the tax record cards. Two men are working in the County Clerk's Office at Bridgeton in making abstracts of deeds for use in preparing the cards.

This work cannot be done in a great hurry as everything must be done carefully and accurately. Much progress however is being made.

MAPPING WATER SERVICE

Official Project #65-22-6370

Work Project #9-243

State Serial #9-6-5017

Description & Location: Preparing two (2) maps, each in size are 48" x 72" and drawn to a scale of 1 inch to 300 feet; one map will show the size and location of all water service mains connected with the municipal water supply, and the other map will show the size and location of all sanitary sewer lines together with the location of all manholes.

Sponsor: Public Water Works, City of Bridgeton.

Federal Funds: \$396.00

Sponsor's Contribution: 170.00

Number employed:      Males:      2  
                                 Total:      2

The disposal of sanitary sewage early received the attention of far seeing property owners of Bridgeton, New Jersey. As early as 1894 privately constructed and privately maintained sanitary sewers were making their appearance. Practically all these discharged directly into the tide water of the Cohansey River.

Increasing demand for such facilities, together with the regulations imposed by the State Board of Health eventually necessitated concerted public action. Accordingly, practically all the existing private sanitary sewers were taken over by the municipality in 1912, and such new lines were constructed under a municipal contract as would serve the more centrally located and most thickly populated sections of the City.

As new sections of the City became developed, the demand for sanitary sewer lines have been extended in every direction. Today it is possible for approximately 95% of the homes and manufacturing plants to have these facilities.

The City of Bridgeton covers an area of about  $6\frac{1}{2}$  square miles. Population of approximately 16,000. With more than 60 miles of improved streets.

Unfortunately no maps or records are available showing the location, size and depth of the first constructed private lines, and even of the subsequent lines which have been constructed by the city, the maps and records are very meager in a great many instances. No complete record of all the sanitary lines exists.



Mapping Water Service -(Cont'd.)

The task of preparing a comprehensive and up to date map of the entire existing sanitary sewer system of the City of Bridgeton was undertaken as W. P. A. Project #9-6-5017. This project also calls for the making of a similar map of the Municipal water distribution system. The project was started March 4th, 1936, but has been discontinued.

The work on the sanitary sewer map involved a thorough checking of such former maps as now exist, coordinating the notes in the various engineer field books and a complete inspection and exhaustive study of the entire existing sanitary sewer lines.

The sewer map having a size of 4 feet x 6 feet, and drawn to a scale of one inch equals 300 feet, when finished will provide a complete, accurate and comprehensive representation of all the sanitary sewer facilities in Bridgeton, a graphic picture of the entire system and territory served. This map would be for reference for the Engineering Department, Public Works Department, Board of Health, Plumbing Inspector, and would be invaluable for the study of future extensions to the sanitary sewer system.



NURSES TO WORK WITH PHYSICALLY HANDICAPPED AT INSTITUTIONS.

Official Project #65-22-5327

Work Project No. ST-95

State Serial #5027

Description & Location - Rehabilitation of small segregated groups of physically handicapped.

Sponsor - N.J. Dept. Insts. & Agencies

Federal Funds \$12,996 Sponsor's Contribution None

Number employed:	Male	2
	Female	<u>13</u>
	Total	<u>15</u>

This project became operative under WPA on January 15. Fifteen nurses are employed and have been assigned to the following Institutions: Woodbine Colony for Feebleminded Males, Woodbine; State Home for Boys, Jamesburg; North Jersey Training School, Totowa; Vineland State School, Vineland; and New Jersey State Hospital, Trenton.

Their duties have consisted of giving specialized attention to small segregated groups of physically handicapped inmates. They have been doing a splendid job in this line of work.

Instances of their exact duties are as follows: - assisted in approximately 85 surgical examinations, have given about 3,000 bakes and massages and approximately 5,000 corrective exercises.

The medical directors of the Institutions, where these nurses are assigned, are very enthusiastic about the work they have accomplished and have expressed themselves as being desirous of a continuance of the program.

RECATALOGING, CLEANING AND  
LENDING BOOKS - CENTRAL LIBRARY - STATEWIDE

Official Project #65-22-1711

Work Project #ST. 2

State Serial #5029

Description & Location: Cataloging and cleaning books in the Library of the Department and in the libraries of the institutions, organizing pamphlet files and organizing and editing statistical tables and charts.

Sponsor: New Jersey Department of Institutions and Agencies.

Federal Funds: \$6,768.00

Sponsor's Contribution: Space and equipment.

Number employed:	Male:	3
	Female:	<u>3</u>
	Total:	6

This project was inaugurated November 22nd, 1935. The first work detailed to these persons consisted of cleaning, repairing, cataloging and filing some 5,000 pamphlets, expanding the filing system to accommodate the anticipated increase. At the present time approximately 2,500 pieces of material have been cataloged and filed. Continued influx of this material has boosted the total by at least 1,500 pieces. Approximately 1,000 graphs and charts have been classified and cataloged in the new type of filing system. About 1,000 statistical tables have been classified, cataloged and filed. Approximately 1,000 pieces of this material remain to be handled.

We also had approximately 3,000 pieces of miscellaneous statistical and research material sorted, classified and filed. This work is about 50% completed.

We also have begun the editing of approximately 1,200 statistical tables. This part of the work is less than one quarter completed.

At the New Jersey Sanatorium, Glen Gardner, where one of these people has been assigned, a large number of books which had been donated to the Institution, from time to time by various organizations, have been cataloged, mended and relabeled. This work is only fairly completed since the Institution has never been able to employ a librarian, and this person has been put in charge of the library - giving out books, keeping records of same, etc.

This type of work is also being conducted at the Bordentown Prison Farm and New Jersey Colony, New Lisbon.

It is estimated that at least six months will be required to complete the phase of the work which is being done in the Central Office and eight or ten months to complete the work in the Institutions.

## SURVEY OF FEDERAL ARCHIVES

Official Project #65-1709

Work Project #St-149

State Serial # Federal #4 ST.1004

Description & Location - Survey of Federal Archives - offices  
located in Atlantic City, Camden,  
Newark and Trenton, New Jersey.

Sponsor - The W.P.A. is the official sponsor and The National  
Archives is the cooperating sponsor.

Federal Funds \$22,386.00 Sponsor's Contribution \$           

Number employed:	Male	43
	Female	18
	Total	61

The National Archives were created by Act of Congress June 19, 1934. The Act empowers the Archivist of the United States "to inspect personally or by deputy the records of the United States Government whatsoever and wheresoever located." Under this authorization the National Archives is now completing a Survey of the unpublished Federal documents located in every state of the Union.

Like other W.P.A. projects, one purpose of this Survey is to provide useful work for many of the unemployed of the United States - - historians, political scientists, economists, lawyers, librarians, teachers, statisticians, and others. The purpose of the cooperating sponsor, The National Archives, is to secure information of value for that institution, for other agencies of the United States Government, and for students. It is seeking to ascertain the exact location, the volume, and the conditions of storage of Federal Archives; to identify them as regards their contents; and to furnish other information which may be of assistance in the formulation of recommendations designed to insure their safe preservation and to facilitate their use by officials and students.

In New Jersey the survey is being conducted from four offices. Unpublished Federal Records located in Federal Agencies are being examined and classified. The records in about thirty-five towns have been surveyed by the workers operating from the Headquarters office alone. Not only have sixty-one people been gainfully employed but their work will undoubtedly be of great value to the National Archives.



## GEODETTIC SURVEY

Official Project #65-22-1704

Work Project #State-1

State Serial #ST-5001

Description & Location: Precise level and traverse surveys designated to extend control points and data of U.S. Coast & Geodetic Survey throughout the State and adopt same for local use.

Sponsor - N.J.State Department of Conservation and Development.

Federal Funds - \$173,788.00

Number employed:	Male	154
	Female	3
	Total	157

Approved on Presidential Letter 713

This Survey was started November 21,1935 under Works Progress Administration's control after it had been operated by C.W.A. and E.R.A. since December 23,1933.

Its purpose is to provide new triangulation stations, breaking down the larger triangles established by the U.S. Coast & Geodetic Survey, to transfer inaccessible points to accessible ground points and to run traverses between triangulation stations.

The data obtained in this work are used to establish a permanent horizontal and vertical control for all future engineering and survey work within the State. In the past most every county or municipality or even most of the private engineering practitioners had their own system of vertical control and in no case was there a horizontal control which made possible the comparison of location or elevation of engineering work or development lay-out. The most important feature of establishing local controls, however, is the possibility of forever relocating any point or property tied in to the co-ordinate System which the State of New Jersey has established by Act of Legislature Chapter 116 P.L. of 1935. This act entitled "An Act to establish a system of land boundary descriptions" establishes the so-called "New Jersey System of Plane Coordinates" which is the basis of all horizontal control work. All State and Federal Agencies including Army and Navy will in the future use this system for describing the location of any of their proposed or existing works in this State, as coordinates can be made available for public use.

The use of this coordinate system is made possible and facilitated

by the traverses run between triangulation stations. In running these traverses, great care is used in the selection of their location and in the measurement of angles and distances. Angles are measured 48 times and the closing error cannot exceed eight seconds. Distances are measured on chaining stools. Temperature for each 100 ft. while the tape is held at a tension equal to a pull of 22 lbs. controlled by a spring balance. Along these traverses a pair of concrete monuments with brass disks are set not more than two miles apart. In populated sections with high land valuations, these monuments are set much closer.

Besides these monuments there are set along a traverse, monel rivets about every half mile or closer where required. Then levels are taken in order to obtain the correct elevation of all monuments and rivets. All field work is turned over to the computation office in Princeton where copies of all data of completed work are now on file. All computations must be approved by the U.S. Coast & Geodetic Bureau in Washington, where the original computations are filed. All work must naturally meet the specifications laid down by the Bureau for this type of work. Ordinarily this work would be done by the Bureau in Washington and in this respect our work supplements and furnishes a check on computations made by the Bureau which is very much interested in the work done in New Jersey and apparently very much satisfied with the quality of work done here. Right now we are using about a dozen high-grade theodolites and precise levels, we have the loan of two trucks and base measurement equipment for measuring a five mile first order base line along the Central Railroad of New Jersey between Rahway and Port Reading.

This work was started on December 23, 1933 by CWA and continued by ERA. The total amount of traverse work done in the field to date is 1160 miles of which 800 miles are completed and adjusted and of which 500 miles have been forwarded and approved by the Washington Bureau. There also have been run 1420 miles of levels for which tentative elevations are ready.

Since WPA took this work over we have run 213 miles of traverses of which 140 miles have been computed. There has also been run a total of 250 miles of levels.

We are now operating with field parties in 20 counties - there is none in Salem County - and one triangulation party. Right now field parties are undermanned because of the limitations imposed by the project proposal under which we operate and because of the difficulty in holding Chainmen and Rodmen from relief rolls on the job at the low rates paid in the smaller counties.

From figures given above it is at once clear that the project is only partly completed. In order to make results of our work available, it will be necessary to complete not only field work necessary to close loops and traverses on which each field party is working now, but computations for all of this have to be finished and approved before the results can be made available for public use.

Our data are very much in demand as the some 150 requests for



WORKS PROGRESS ADMINISTRATION  
STATE OF NEW JERSEY



GEODETIC CONTROL SURVEY





them by Federal, State and Local agencies show. There is about 60% of the whole project completed so that a completion by November 15, 1937 is possible provided additional allotments are made to care for increases in salaries and to provide traverse work in those counties where so far no traverse work was done because the personnel was only sufficient to let them have level parties.

## BOUNDARY SURVEY

Official Project    #65-22-2008

Work Project        #St-9

State Serial        #5025

Description & Location:    Reestablishing Boundary lines at  
17 institutions

Sponsor:    N.J. Dept. of Institutions and Agencies

Federal Funds:       \$3,340.00       Sponsor's Contribution

Number Employed:	Male	5
	Female	<u>3</u>
	Total	8

A portion of the people on this project have been engaged in preparing plans, specifications, etc. for proposed FWA. and WPA Projects. They have been doing this work particularly in connection with WPA Projects.

We are constantly submitting new Projects and the entire work for the 17 institutions, in the State, is handled from the Central Office. We have completed the boundary surveys at Rahway Reformatory, Menlo Park Soldiers' Home and the boundary survey for the State Home for Girls is about 90% complete. A portion of the boundary at Woodbine, that was in doubt, has been resurveyed and established. A Portion of the boundary survey is being completed at the Bordentown Prison Farm, but there yet remains much work to be done there.

Since, recently, approximately 120 additional acres of land have been purchased, it is the intent to survey this tract. These people have also been engaged in establishing lines for sidewalks, roads and grading being done by WPA labor at the Jamesburg Home for Boys, Menlo Park Soldiers' Home, Annandale Reformatory, and the State Hospital at Trenton; making preliminary surveys for building construction at various institutions; making preliminary survey for the WPA Drainage Project at Clinton Reformatory for women.

They have done considerable work, on the maps at the State Hospital at Trenton, bringing them up to date, and they have also made a new map of Clinton Reformatory. It is estimated that about six months will be required to complete this work.

RE-ESTABLISHING BOUNDARY LINES - STATE HOSPITAL FOR INSANE

Official Project      #65-22-2014

Work Project          #ST-13

State Serial          #5025

Description & Location:    Re-establishing boundary lines  
   at 17 Institutions

Sponsor:    N.J.Dept. of Institutions and Agencies

Federal Funds:    \$2,800.00    Spensors Contribution: \$400.00  
                                 to 6-1-36

Number employed:	Male	2
	Female	
	Total	2

A complete topographic survey has been made of 75% of the Institution farm property comprising over 750 acres. A map of this area has been prepared and is of great value in the planning of drainage and irrigation work as well as for the farmers in planning their crops.

Property deeds have been obtained and a study of these is being made before starting the boundary Line Survey. It is proposed to install monuments at all points of change in direction.

This work has been of great value to the Institutions which willingly furnished the necessary instruments and equipment to the value of \$400.00.

It is estimated that it will require about eight months to complete this work in its entirety.

## STATE-WIDE PLANNING SURVEY

Official Project      #65-22-3961

Work Project          #2070 - ST-21

State Serial          #9100

Description & Location:    New Jersey State Planning Board  
                                 186 W. State Street, Trenton, N.J.

Sponsor:    (Co-operating) National Resources Committee:

Federal Funds:    \$72,623    Sponsors Contribution:    \$32,300

Number employed:	Male	55
	Female	<u>9</u>
	Total	64

Although the WPA project known as the New Jersey State Planning Board was scheduled to begin on Nov. 1, 1935, it did not go into actual operation until Dec. 3, 1935, when assignment of personnel was commenced. The project's task involves a number of diversified surveys and studies being presented in the form of maps and charts. The following list of assignments has been completed since the project first became operative under the WPA:-

A map showing the Natural Habitat of Game and Game Fish throughout the State.

A map showing Events in the History of the State having some economic or other significance of its development.

A study of part time or seasonal industries existing in the State.

A survey of financial conditions of certain classes of municipalities.

A survey of the main transmission lines serving the entire State with electrical power.

The following list of assignment are under way at the present time:-

A survey of tax delinquent rural lands

A survey of undeveloped sub-divisions, and sub-divisions recorded since 1915.



A study of statistical information showing a comparison between New Jersey and its neighboring States, namely: New York, Pennsylvania and Delaware.

A survey of all types of outdoor recreational areas available to the public.

A study of the water resources of the State.

A considerable amount of additional surveys, studies and graphical presentations could be made. Planning in general is a continuous process and given the funds with which to operate would be of public benefit indefinitely. The twelve month period stipulated in the project proposal will terminate December 3, 1936.

A total of 60 persons were employed at the end of the recent period.

## RIPARIAN STREAM &amp; WATERWAY SURVEY

Official Project #65-22-5158

Work Project #2286 - ST-70

State Serial #ST-5002

Description & Location: Coordinated and detailed survey of the shores and streams. State-Wide.

Sponsor: Board of Commerce & Navigation and the  
State Water Policy Commission.

Federal Funds: \$377,660.00.

Sponsors' Contribution: No funds, but material assistance.

Number employed:	Male	270
	Female	<u>8</u>
	Total	278

This project was initiated by the CWA and continued by the Emergency Relief Administration until the necessity for terminating some of the activities of the Administration in November 1935. The Works Progress Administration authorized continuance of the project in January 1936. Since that time, the project has progressed actively and with an organization in all the counties of the State but four. As this project is of a highly technical character, those holding executive positions and those acting in a supervisory capacity in the counties are all technically trained men. The morale of the personnel is excellent and as a result, we may feel proud of the conscientious, sincere and effective work which has resulted.

Briefly, the survey comes under two classifications:

- A. Rivers and streams above tidal water.
- B. Tidal streams, ocean front and inland waterway.

The objectives of this survey are:

1. Preparation of complete data on water sources and their value as potential water supply.
2. Preparation of data indicating the areas flooded at various high water levels and the method of preventing this flooding and curtailing mosquito breeding areas.
3. A study of stream or river pollution with a record of the size and location of all sewers and drains with a description of their character.

4. A study of the flow area of all bridges and restricting structures that tend to back up the water in time of flood.
5. To prepare an accurate survey of the various streams and rivers as to both location and levels. This is particularly valuable in the determination of boundary lines and the solution of all problems having to do with the streams, the revision of tax maps and general maps of State, counties, etc.
6. With the cross sections and profiles of the stream, it is possible to determine the amount of water available at any depth, and at any point, and to determine the velocity of the stream at that point and its carrying capacity at various water levels.
7. A study of the conditions along the banks that might endanger health.
8. The fact that this survey is tied in with the Coast & Geodetic Survey and is made with extreme accuracy gives our work an assurance of permanence and confidence in the correctness of these records.
9. To furnish data regarding our streams and waterways to any commission or government agency or research body.
10. To compile complete study of mean, high and low water contour lines of all tidal waters with a factual study of beach erosion and conservation.
11. Preparation of maps showing land marks, piers, bulk heads and other prominent objects throughout the territory.

You may say that until the inception of this project, there were no records available showing the location of streams. Demands have been made to estimate the mileage of shore line and of streams in the State but without reasonable success. The best estimate indicates that there are 1200 miles of shore line and 8000 miles of streams. The survey of these streams is carried on somewhat in accordance with the urgency of demands for data. We have at present, requests for 450 miles of survey along the ocean and have completed 198 miles. Of the 8000 miles of streams throughout the State, it is considered 3760 miles should be surveyed at this time, of which 670 miles have been completed. At the present time, this mileage is being rapidly increased.

The staff of engineers and assistants have carried on a very effective survey of some of our largest streams, and we hope that the project may continue until completion of this survey is an accomplished fact.



FEDERAL HOUSING

Official Project      #65-22-5312

Work Project            #2317 - ST-77

State Serial            #5059

Description & Location:    86 Local Offices, New Jersey Dept.  
   of Labor - State-wide - Better Housing

Sponsor:      New Jersey Department of Labor

Federal Funds:    \$663,828.      Sponsors contribution:    \$171,060.

Number employed:	Male	234
	Female	<u>104</u>
	Total	338

Project #ST-5059 was inaugurated January 6, 1936 with an appropriation of \$683,000.00, providing 669 employees and 86 offices. On January 31, 1936 the appropriation was reduced to \$663,828.00, resulting in a reduction of personnel and offices and curtailment of expected activity.

This project is designed to energize and increase the normal flow of private capital and to stimulate recovery in the employment of labor in the building and allied trades. It will provide for the setting up and maintaining of eighty-six local offices of the New Jersey State Department of Labor under competent and trained management in strategic locations. The accomplishment of this organization will be to provide information to the public concerning the procedure to be followed in making repairs and improvements to their properties or in undertaking of new home construction and to assist the public in arranging financing where required. All employees will be carefully instructed and thoroughly versed properly to inform the public concerning the correct procedure to be followed in making repairs and improvements to their properties or in undertaking new home construction and to assist the public in arranging financing where required. This project could very well be termed self-liquidating, inasmuch as the results to be obtained under this project will very definitely remove a great many people from the relief rolls, thus lightening the governmental burden in this respect. In undertaking the work contemplated, by this project and its procedure, there is no house to house canvassing.

To carry on the educational program the project was divided into 4 departments, viz: (a) Publicity (b) Architectural (c) Circularization (d) Field.

The publicity department has secured numerous articles in newspapers throughout the State regarding the activities of these Bureaus.



The architectural department designs the layout of various offices and assists numerous prospective borrowers in planning their work.

The circularization department since January 7 has dispatched 750,000 letters, circulars, etc. to owners and lessees of real property.

The field department makes a survey of vacant lots and districts and reports daily the conditions they have found,

On June 1st, 56 offices were being operated throughout the State with a personnel of 338. From January 7th, to June 1st, 1936 the educational efforts of this personnel has been responsible for 27,766 persons visiting the various offices for information and assistance.



GROUP 111

CLERICAL ASSISTANCE PROJECTS





INDEXING OF CITY ORDINANCES & RECORDS - VENTNOR, N. J.

Official Project #65-22-592

Work Project #9-57

State Serial #9-1-5007

Description & Location: To provide office assistants to complete records of and index City ordinances, resolutions, resolutions, and certificates of the City of Ventnor, City Clerk's Office, Ventnor, N. J.

Sponsor: City Council, Ventnor City, New Jersey

Federal Funds: \$120.00

Sponsor's Contribution: 125.00

Number employed: Female: 2  
Total: 2

During the period of operation cash slips were filed and records made of delinquent tax liens for thirty-two years. Approximately 3,000 items were recorded and filed.

This project started on November 1st, 1935 and was completed on December 1st, 1935.

INDEXING TAX & ASSESSMENT RECORDS - SOMERS POINT

Official Project #65-22-5892

Works Project #9-176

State Serial #9-1-5077

Description & Location: Recataloging Government records.  
Copying, transcribing, reindexing, and filing  
assessment records and tax title lien records,  
at the City Engineer's Office, City Hall,  
Somers Point, New Jersey.

Sponsor: City Common Council, Somers Point, New Jersey.

Federal Funds: \$2,400.00

Sponsor's Contribution: 500.00

Number employed:	Male:	2
	Female:	<u>1</u>
	Total:	3

The purpose of this project is to record and file the various Tax Title Certificates and Tax Title Liens now held by the City, some of which go back to the year of 1910, in such a manner that they may be quickly and efficiently produced when needed by the City Officials when the occasion arises, such as foreclosures and redemptions. Before the inception of this project, it was necessary for the Tax Collector, with the assistance of the City Engineer, to spend from one to three hours locating a particular certificate, this project has now made it possible that all information required may be obtained in a very short time by the work of one person.

The information obtained by the above research through the old Tax Title Lien books as to lot and block numbers will be reallocated on a new, up-to-date Tax Map, which will be prepared by the City Engineer and will clearly show all parcels of land in the City of Somers Point.

A Card Index System is also being prepared, both alphabetically and chronologically which will give complete information of owner, location of property, amount of delinquent taxes and all parcels of land in the City.

The City Officials of Somers Point appreciate the great benefit this project will be to the City of Somers Point.

CLASSIFYING RECORDS OF DEATHS FROM COMMUNICABLE DISEASES

Official Project #65-22-6049

Work Project #9-177

State Serial #9-1-5046

Description & Location - To provide office assistance for classifying, tabulating, typing and bring-up to date reports of cases and deaths from communicable diseases, in the health district. Tabulating data contained in reports of epidemiccyclical, investigations and sanitary surveys, and preparing such data so that they can be used to secure more efficient enforcement of measures to prevent disease and promote public health, especially in certain rural districts.

Sponsor - New Jersey State Department of Health

Federal Funds \$720.00 Sponsor Control \$350.00

Number employed:	Male	1
	Female	-
	Total	1

Office assistance was rendered in accordance with above description.

REVISION AND CORRECTION OF TAX RECORDS

Official Project #65-22-5949

Work Project #9-200

State Serial #9-1-5001

Description & Location: Revision and correction of records in Tax Collector's and Assessor's Offices of Hamilton Township, Mays Landing, N. J. These records are from the years of 1909 to 1935, inclusive.

Sponsor: Township Committee, Hamilton Township.

Federal Funds: \$2,544.00

Sponsor's Contribution: 748.00

Number employed:	Male:	6
	Female:	<u>4</u>
	Total:	10

This work consists of the preparation of a preliminary digest of Delinquent Taxes, and typing of same in triplicate, lot and blocked to a new system (1909 to 1928) and compared with tax maps from 1909 - 1932.

Posting unpaid items to preliminary ledger sheets, compiling ledger analysis and checking same, listing and typing bad items to remove them from records.

Transferring of items to Ledger sheets (Assessments); establishing control balances for all years and then assembling the ledger sheets into book form for public information.



CODING TAX RECORDS

Official Project #65-22-6008

Work Project #9-201

State Serial #9-1-5049

Description & Location - Typing, coding and filing tax records  
for permanent records, located in  
City Hall, Hammonton, N. J.

Sponsor - Town Council, Hammonton, N. J.

Federal Funds \$540.00 Sponsor Control \$430.00

Number employed:	Male	1
	Female	<u>1</u>
	Total	2

This project is written for a four month period and employs two persons. The work was started on February 1, 1936 and consists of indexing the water, sewer, cash, disbursement and check-books; also the filing and sorting of all cancelled checks and bank statements.

Tax stubs, bills and cancelled bonds to be sorted, labeled and filed, and placed in a new storage room in City Hall.

For the past years this work was very much neglected and left in disorder because of lack of funds.

INDEXING OF DELINQUENT TAXES

Official Project #65-22-713

Work Project #525-8-67

State Serial #8-4-5022

Description & Location - To prepare a card index record of delinquent taxes and assessments and to prepare addressograph plate with names and addresses of taxpayers in the Township of Haddon, Boro Hall, Westmont, N. J.

Sponsor - Haddon Township Committee

Federal Funds - \$2,600.00

Sponsor Contribution - \$404.00

Number employed:	Male	4
	Female	4
	Total	8

This project was started under W.P.A. on October 30, 1935, with a personnel of eight Jr. Clerks.

The purpose of this project was to prepare a card index record of delinquent taxes and assessments and to prepare addressograph plates with the names and addresses of taxpayers in the Township of Haddon.

This work was completed on March 14, 1936.

This project has been completed.

RECLASSIFICATION OF FINGERPRINT RECORDS

Official Project #65-22-601

Work Project #641-8-77

State Serial #8-4-5009

Description & Location - Reclassify all fingerprint records.  
New City Hall, 6th & Market Sts.,  
Camden, N. J.

Sponsor - Board of Commissioners of the City of Camden.

Federal Funds -\$1,560.00

Sponsor's Contribution - \$50.00

Number employed:	Male	4
	Female	<u>  </u>
	Total	<u>  4  </u>

The W.P.A. Project calling for reclassifying all fingerprint records and reindexing same. Reindexing of all confidential criminal records of the Camden Police Department as well as all old records of this department which have been rendered valueless by recent transfer of Police Department to the New City Hall, Camden, New Jersey.

The Project was originally operated under the E.R.A. Project #4-E6-137 and at the time the W.P.A. took over the operation it was approximately 50% complete.

The result of the work done on this Project is that the City and the Police Department can function properly, due to the fact that all criminal records to be of any value are up to date and the filing and indexing are in order.

This project was completed March 18, 1936.

CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-1954

Work Project #811-8-99

State Serial #8-17-5001

Description & Location: Clerical work in High School office to telephone and locate pupils, check and distribute supplies, enter school records, and file records for Board of Education, City of Salem.

Sponsor: Board of Education, Salem City.

Federal Funds: \$1,200.00

Sponsor's Contribution: None

Number employed:	Female:	2
	Total:	2

This project was a continuation of E. R. A. Project #17-F4-88, and started under W. P. A. on November 6th, 1935, with a personnel of two Junior Clerks.

The purpose of the project was to carry on the essential clerical duties as mentioned in the above description, and all work for the current school year was completed on June 15th, 1936.

This Project has been completed.



CATALOGING OF DELINQUENT TAXES

Official Project #65-22-1727

Work Project #805-8-93

State Serial #8-4-5028

Description & Location - Reindexing and filing delinquent tax records from ledger system into visible card system, compiling mailing list and making addressograph plates.  
Gloucester City, Camden County.

Sponsor - Common Council of Gloucester City.

Federal Funds - \$1,040.00

Sponsor's Contribution - \$335.00

Number employed: Male 5  
Female 3  
Total 8

The W.P.A. Project calling for reindexing and filing delinquent tax records from a ledger system into a visible card system, and compiling mailing lists and making addressograph plates thereof; also gathering data for tax sale of delinquent properties and lots.

The Project was completed on January 15, 1936 and the following amount of work was done;

5,000 Parcels, Reindexed and Filed  
5,000 Addressograph Plates corrected.  
3,000 Properties, Computed for delinquencies.

The Sponsor of this Project advised us that by the means of the new system set up by this Project the work of preparing tax bills which formerly took four to six weeks to do, can now be done in three to five days.

This project has been completed.

CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-3167

Work Project #807-8-95

State Serial #8-4-5044

Description & Location - Supplying of clerical assistance to teaching principals in the school districts of Pine Hill, Glenonton and Lindenwold.

Sponsor - Pine Hill Board of Education

Federal Funds - \$585.00

Sponsor's Contribution - \$27.00

Number employed:	Male	-
	Female	<u>1</u>
	Total	1

This project was started under W.P.A. on November 15, 1935, with a personnel of one Jr. Clerk.

The purpose of this project was to supply clerical assistance to the teaching principals of the school districts of Glenonton, Pine Hill, and Lindenwold. Duties of the clerk to be:

1. Tabulation of stock lists, including text books, supplies, etc.,
2. Recording of all data concerning pupils' achievement and development.
3. Preparing reports to parents.
4. Correspondence of school.
5. Filing of all records of pupils, teachers, stock, financial, census, etc.,
6. Filing course of study, units of instruction, teacher's records of school activities.

During the period of operation these duties were performed by the Jr. Clerk, and the project closed on June 15, 1936, after having completed the clerical work for the school year of 1935-36.

This project has been completed.

CLERICAL ASSISTANCE - GLOUCESTER COUNTY

Official Project #65-22-1706

Work Project #8-98

State Serial #6-8-5025

Description & Location - Clerical assistance in the office of  
the County Superintendent of Schools,  
Gloucester County.

Sponsor: Board of Freeholders, Gloucester County

Federal Funds - \$900.00

Sponsor's Contribution - \$184.50

Number employed:	Male	-
	Female	<u>2</u>
	Total	2

This Project was started under W.P.A. on November 11th, 1935,  
with a personnel of two Jr. Clerks.

The purpose of this project was to assemble, type, and mimeograph Social Science Units for all teachers in the schools of Gloucester County.

It is the practise in the Gloucester County Schools for each new teacher to write her own individual Social Science Units. The County Superintendent realized that a compilation of all units would be of great value to all the teachers, each one deriving the benefit of other ideas.

During the period of operation, the workers, have assembled, typed and mimeographed 2000 Social Science Units, which is of great value to the School System in Gloucester County,

CLERICAL ASSISTANCE - BOARD OF EDUCATION - SALEM CITY, N. J.

Official Project #65-22-1953

Work Project #812-S-100

State Serial #6-17-5002

Description & Location - Clerical work in School Attendance Department. Making lists of names for truant Officer & Nurse to visit, checking their reports and transmitting to Teachers.

Sponsor - Board of Education - Salem City

Federal Funds - \$500.00

Number employed:	Male	-
	Female	<u>1</u>
	Total	1

This project is a continuation of E.R.A. Project #17-F4-69, and started under W.P.A. on November 6th, 1935 with a personnel of 1 Jr. Clerk

The purpose of the project is to perform the essential duties as mentioned in the above description, and will be completed on August 15th, 1936.



REINDEXING LAW LIBRARY - GLOUCESTER COUNTY

Official Project #65-22-1553

Work Project #1384-S-126

State Serial #8-3-5021

Description & Location - Re-indexing, checking, remarking,  
and listing Law Library, Gloucester  
County, Court House, Woodbury.

Sponsor - Board of Freeholders, Gloucester County

Federal Funds - \$300.00

Sponsor's Contribution - \$78.00 ..

Number employed:	Male	-
	Female	<u>2</u>
	Total	2

This project started under W.P.A. on November 12, 1935 with a personnel of 2 Jr. Clerks. The purpose of the project was to re-index, check and list the 1000 volumes which comprise the Gloucester County Law Library, and provide all lawyers in Gloucester County with list and indexes of available information. The work was completed on February 12, 1936.

This project has been completed.

INDEXING RECORDS - CAMDEN, N. J.

Official Project #65-22-4427

Work Project #2016-8-197

State Serial #8-4-5048

Description & Location - Indexing Lunacy, Tuberculosis, Blind  
Records in the office of the County  
Clerk, Camden Court House, Camden, N.J.

Sponsor - Board of Freeholders

Federal Funds - \$520.00

Sponsor's Contribution - \$90.00

Number employed:	Male	-
	Female	<u>2</u>
	Total	2

This project was started under W.P.A. on December 3rd, 1935 with a personnel of 2 Jr. Clerks.

Previous to the approval of the project, the lunacy, tuberculosis and blind records in the Court House in Camden were in a disorganized state. During the period of operation, these records, 26,000 in number, were reorganized and indexed. Work was completed on April 3rd, 1936.

The project has been completed.

CLERICAL ASSISTANCE - COLLINGSWOOD, N. J.

Official Project #65-22-4948

Work Project #8-212

State Serial #8-4-5096

Description & Location - Clerical assistance in the Borough Hall  
of Collingswood, N. J.

Sponsor - Borough Council, Collingswood

Federal Funds - \$1,040.00

Sponsor's Contribution - \$414.00

Number employed:	Male	-
	Female	<u>4</u>
	Total	4

This project started operation under W.P.A. on November 27, 1935,  
with a personnel of four Jr. Clerks.

The purpose of this project was to sort, mend, index, and label  
approximately 150,000 old municipal records, which had been kept in the  
basement of the local Fire House, and had suffered deterioration through  
neglect and rats.

This valuable work was completed on March 27, 1936.

COMPILATION AND INDEXING OF CHARITIES RECORDS - CAMDEN, N. J.

Official Project #65-22-4952

Work Project #2048-8-214

State Serial #8-4-5105

Description and Location. - Collection, compilation and indexing of the records of the Bureau of Charities of the City. Located in the City Hall, 6th & Market Sts. Camden, N.J.

Sponsor - Board of Commissioners, City of Camden

Federal Funds - \$3,120.00

Sponsor's Contribution - \$1,272.00

Number employed:	Male	2
	Female	<u>2</u>
	Total	4

This W.F.A. Project calling for the collection, compilation and indexing of the records of the Bureau of Charities, was put into operation on December 2, 1935.

The workers are engaged in collecting, compiling and indexing the records of the Bureau of Charities, which records have not been indexed for a number of years due to lack of funds. When this work is complete the Bureau of Charities will be able to handle case histories more efficiently on account of having at hand definite information as to each individual case, thereby eliminating duplication.



REVISION AND STANDARDIZATION OF POLICE RECORDS - GLOUCESTER CITY, N. J.

Official Project #65-22-5886

Work Project #2329-S-237

State Serial #S-4-5136

Description & Location - Revision and standardization of Records of Police Department. Filing and indexing Criminal Photographs; records-filing and indexing Accident Cases; card indexing of Dockets; revised Wanted Criminal System. Gloucester City, Camden County, City Hall.

Sponsor - Gloucester City Council

Federal Funds - \$780.00

Sponsor's Contribution - \$136.00

Number employed:	Male	3
	Female	-
	Total	<u>3</u>

The W.P.A. Project calling for the revision and standardization of Records in the Police Department was completed on May 14, 1936.

The following amount of work done on this Project was 800 Records-Filing and indexing Criminal Photographs; 200 records-Filing and Indexing Accident Cases; 6000 Card Indexing of Dockets and 1 Revised-Criminal System.

The result of the work done on this Project is that the regular employees of the Police Department will be able to continue the work in a satisfactory manner.

The Gloucester City Council members have several times commented very favorably regarding the work done and the caliber of the workers and the value to them of the information obtained on this Project.

INSTALLATION OF FILES FOR MAPS AND RECORDS.

Official Project #65-22-5536

Work Project #2332-E-238

State Serial #8-6-5026

Description & Location - Installation of new file system for maps  
and official records for the Borough of  
Pitman, N. J.

Sponsor - Borough Council

Federal Funds - \$226.00

Sponsor's Contribution - \$28.00

Number employed:	Male	-
	Female	<u>2</u>
	Total	2

This project started under W.P.A. on January 20, 1936, with a personnel of one Sr. Clerk and one Jr. Clerk.

The maps and official records in the Borough of Pitman were, previous to the approval of this project, in a disorganized state, due to lack of budgetary appropriation for sufficient office help.

During the period of operation, a complete new filing system for maps and official records was installed, and work was completed on April 15, 1936.

CLERICAL ASSISTANCE - CAMDEN, N. J.

Official Project #65-22-5770

Work Project #2339-8-239

State Serial #8-4-5045

Description & Location - Clerical work in the County Treasurer's Office, Court House, Camden, New Jersey.

Sponsor - Board of Freeholders

Federal Funds - \$340.00

Sponsor's Contribution - \$32.00

Number employed:	Male	3
	Female	1
	Total	<u>4</u>

The above mentioned project was originally operated under the E.R.A. Project #4-B20A-141 and at the time the W.P.A. took over the operation it was approximately 50% complete.

The purpose of this project was to complete filing system started under E.R.A. Papers filed include contracts, specifications and other documents received by County Board of Freeholders. To install a filing index of documents filed with draft of minutes approved by the board. To prepare invoices to municipalities for interest and delinquent and current taxes. To sort, balance and file bonds and coupons-retired and paid. To prepare a detailed statement, building up the Capital improvements of the County of Camden. To rearrange deed files, containing County Treasurer's matters, in casement of the Old Court House, To transfer old vouchers now stored in County Treasurer's vault to basement of Court House Annex.

The Project was completed on May 13, 1936. The entire population of the County will benefit to some degree.

INDEXING OF ORDINANCES - HADDONFIELD, N. J.

Official Project #65-22-5096

Work Project #2340-8-240

State Serial #8-4-5123

Description & Location - Indexing Ordinances previously passed by the Board of Commissioners. Work to be done at the Borough Hall, Haddonfield, New Jersey.

Sponsor - Borough of Haddonfield

Federal Funds - \$130.00

Sponsor's Contribution - \$115.00

Number employed:	Male	1
	Female	-
	Total	<u>1</u>

The W.P.A. Project calling for the indexing of Ordinances was completed on March 4, 1936 in its entirety. Approximately 8900 people will benefit by the work of this project.

The Sponsor of this project is very much satisfied with the work done under this project.



RECATALOGING RECORDS OF ORDINANCES - GLOUCESTER, N. J.

Official Project #65-22-5857

Work Project #2341-8-241

State Serial #8-4-5133

Description & Location - Recataloging Government records.  
Retyping and reindexing ordinances  
and resolutions of City Council at  
the City Hall, Monmouth St.,  
Gloucester, New Jersey.

Sponsor - Gloucester City Council

Federal Funds - \$1,170.00

Sponsor's Contribution - \$193.00

Number employed:	Male	1
	Female	3
	Total	4

This W.P.A. Project calling for recataloging Government records and retyping and reindexing ordinances and resolutions, was put into operation on January 16, 1936.

The workers are retyping and reindexing ordinances and resolution books, thereby giving the City of Gloucester a complete record of all ordinances, some of which date back sixty years. These records are also being repaired where the bindings are deteriorating, and when the Project is completed all these records will be in first class condition.

Previously to this Project many questions arose involving procedures, thereby requiring considerable time and trouble to trace back to some of these old ordinances, due to lack of indexing and also due to the fact that various amendments have not been inserted in their proper places.

Considerable progress has been made in this work, and the work will be completed about July 1st.

REVISION OF TAX AND WATER DEPARTMENT RECORDS

Official Project #65-22-6051

Work Project #8-243

State Serial #8-8-5051

Description and Location: Revision of Borough records (Water Department and tax books) consisting of re-indexing water maps, water indices and customers' books, putting new members of tax maps on Borough tax title, lion books, and tax duplicates. 10,000 numbers to be changed.

Sponsor: Borough Council, Glassboro.

Federal Funds: \$200.00

Sponsor's Contribution: 40.00

Number employed:	Male:	0
	Female:	<u>2</u>
	Total:	2

This project started under W. P. A. on January 20, 1936, with a personnel of two Junior Clerks.

Since the State of New Jersey forced a new tax map in 1933, the water map, water indices, and customers' books have not tallied as to number and information. This revision was necessary to the efficient operation of the Borough Clerk's office. Since the Borough budget was \$122,000 in 1932, and was steadily out to \$97,000 in 1935, this work could not be undertaken by the Borough.

This valuable work was completed on March 20, 1936.

CATALOGUE AND INDEX BOOKS  
LODI HIGH SCHOOL STOCK ROOM

Official Project #65-22-3449

Work Project #1-296

State Serial #1-2-5157

Description & Location: Lodi High School, Lodi, New Jersey.  
To catalogue, index and cross-index books in the  
stock room.

Sponsor: Board of Education, Lodi.

Federal Funds: \$220.00

Sponsor's Contribution: 50.00

Number employed:	Female:	2
	Total:	2

This project was started by the W. P. A. on November 22nd, 1935. The original proposal provided work for one woman, but two were employed until the project was completed on February 17th, 1936. Work included indexing, tabulating, and an inventory of the High School stock room.

CLERICAL ASSISTANCE.  
RIDGEWOOD JUNIOR HIGH SCHOOL.

Official Project #65-22-4387

Work Project #1-306

State Serial #1-2-5171

Description & Location: Junior High School, Ridgewood.

To supply clerical assistance to compile and index results of intelligence, achievement, and personal trait tests which have accumulated in the various elementary and Junior High Schools of Ridgewood since September 1934.

Sponsor: Board of Education, Ridgewood.

Federal Funds: \$181.50

Sponsor's Contribution: 276.50

Number employed:	Female:	1
	Total:	1

Operation of this project began on November 26, 1935. The junior clerk was employed for a security wage rate of \$71.50 for 130 hours work each month and worked under the supervision and direction of the Superintendent of schools in Ridgewood. Compiling, indexing, and filing old intelligence tests and records was done by the clerk. Work was completed on February 14th, 1936.



ESTABLISH AND INVENTORY SUPPLY ROOM  
TEANECK JUNIOR HIGH SCHOOL

Official Project #65-22-4226

Work Project #1-327

State Serial #1-2-5182

Description and Location: School #3, Elm Avenue, Teaneck.

To transfer supplies and textbooks, arrange and stack, and take general inventory of supplies and materials in order to establish a central supply room for the Teaneck School system.

Sponsor: Board of Education, Teaneck.

Federal Funds: \$694.00

Sponsor's Contribution: 60.00

Number employed:	Male:	1
	Female:	<u>1</u>
	Total:	2

Work began on this project November 28th, 1935. The man employed helped move, cart, stack, and arrange books and supplies and aided in a general inventory. The junior clerk took inventory of the articles gathered for the establishment of a central supply room for the school system, indexed and tabulated the items. This work was not completed in June when this project closed for lack of funds, and will be resumed after the approval of a supplementary project.

CLERICAL ASSISTANCE FOR FINANCE,  
LEGAL, TREASURERS AND COMPTROLLERS DEPARTMENTS

Official Project #65-22-4905

Work Project #1-335

State Serial #1-16-5013

Description & Location: City Hall, Paterson. This clerical assistance for the Finance, Legal, Treasurer's and Comptroller's departments will be concerned with the complete records of bond and coupon transactions for the years 1931, 1932 and 1933. The work will include counting, checking and filing of these bonds and coupons and the entering, posting and filing of the former bond transfers, conversions and registrations.

Sponsor: City of Paterson

Federal Funds: \$4,680.00

Sponsor's Contribution: 432.00

Number employed: Female: 5  
Total: 5

This project started operation on December 3rd, 1935 and is under the Supervision of the City Comptroller. Five junior clerks are employed who work six hours daily; \$71.50 for 130 hours each month. The various City Departments such as the Finance, Legal, Treasurer's and Comptroller's, employ the women to file, sort, type and arrange records, indexes and files.

INDEXING RECORDS OF VITAL STATISTICS - TRENTON, N.J.

Official Project      #65-22-1696

Work Project            #798-7-83

State Serial            #7-11-5016

Description & Location:    Records of Vital Statistics  
                                 State House, Trenton, N.J.

Sponsor:    N.J.Dept. Vital Statistics

Federal Funds:    \$15,600.    Sponsor's Contribution:    \$2,292.50

Number Employed:	Male	11
	Female	<u>10</u>
		21

The State Bureau of Vital Statistics was established in 1878 as The Custodians Office for Vital Statistics records under a new law which made compulsory the registration of births, marriages, and deaths by physicians, clergymen, and undertakers, respectively.

Mr. David S. South, Chief of the Bureau of Vital Statistics of the Dept. of Health, estimates that only between 60 and 70% of the births in 1848 to 1878 were registered. Prior to 1848, there was no official registration legally required for births, marriages, and deaths in New Jersey. A few municipalities kept records sporadically but what Vital Statistics records were obtainable were taken mainly from Church Records registers. Of the Half Million birth entries listed by W.P.A. project workers, for the 1848 to the 1878 period, Newark has 61,000 entries, Jersey City has 33,000, Camden and Trenton have 14,000. When we have completed the re-indexing of the half-million birth records, from 1848 to 1878, work will begin on the re-indexing of the State's birth records, from 1878 to 1900, in accordance with the approved system used in the health department in recent years. These records are estimated to be approximately 650,000. There are 21 W.P.A. workers of whom 11 are male, and 10 are female.

To date 501,000 index cards have been prepared and about 300,000 cards checked and arranged in alphabetical order by first two letters of surnames. Around 100,000 additional cards have been checked and are being arranged alphabetically.

The compilation and indexing of these old birth records are especially valuable to the State Health Department officials at this time because of the hundreds of requests for birth statistics that have been coming into the Trenton office from persons in all parts of the State who wish to establish their eligibility for Federal and State old-age assistance grants. This group of persons, born within the years of 1848 and 1878, would be in the class of eligibles for these grants.



CLERICAL LIBRARIAN - BOARD OF EDUCATION

Official Project #65-22-1995

Work Project #799-7-84

State Serial #7-11-5022

Description & Location: Clerical Librarian, Board of Education  
Public Schools, Trenton, N.J.

Sponsor: Board of Education

Federal Funds: \$62,400. Sponsor's Contribution: \$2,070.00

Number Employed:	Male	
	Female	<u>65</u>
	Total	65

The project employs 35 clerk typists and 30 Assistant Librarians, all females, assigned to work at Board of Education Administration Bldg., South Stockton St., Trenton, N.J. and the Central High School, Junior High School No.1, Junior High School No.3, Junior High School No.4, and 24 Elementary schools of Trenton, N.J.

The Clerical Personnel on this project has been performing Clerical Work for the various schools in connection with the upkeep of such records as have been curtailed due to insufficient funds.

The Public School Libraries were being neglected on account of lack of funds which they were unable to secure because of financial curtailment. Thousands of books were greatly in need of repair. This work in repairing these library books is being done by 30 Assistant Librarians, all females assigned to this work. This work was valuable to the Board of Education, due to the fact that thousands of these books would have to have been discarded. To June 1, 1936, they have repaired 34,500 books which can be now used throughout the Public schools for educational purposes. This personnel has recorded 990,000 school books for the distribution of the entire school system of the City of Trenton. The W.P.A. Personnel has also compiled old school reports that were necessary to be brought up to date which numbered 510,220 reports.

This project has employed many females who were on relief, and were unable to secure productive work elsewhere. In addition to their employment, it has given them sufficient experience to enable them to secure employment in the future.

This project has benefited the Board of Education in assisting in bringing up the Educational System to a point of normal efficiency.



INDEXING TAX RECORDS, PRINCETON, N.J.

Official Project      #65-22-1538

Work Project          #1376-7-150

State Serial          #7-11-5036

Description & Location:    Tax Records,  
                                 Borough Hall, Princeton, N.J.

Sponsor:    Borough of Princeton, N.J.

Federal Funds:    \$2,351.    Sponsor's Contribution:    \$428.

Number Employed:	Male	1
	Female	<u>4</u>
	Total	5

At Borough Hall, Princeton, the Tax Records and Card Index System of the Assessor's Office are being completely revised under a W.P.A. Project which is nearing completion.

Cards showing the owner, location and description of Property, size of lot, assessed value of Land and buildings and items of exemption are being compiled. The Block and Lot number as well as a drawing of the lot to scale from the Borough map are also shown. In other words, the Assessor will have before him at a glance a complete record of every property in the Borough including those assessed and those exempt.

A new Property Ownership Book is also being compiled, giving the ownership of every property either by block number from the Borough map or by the name of the owner alphabetically listed. In addition, a loose leaf field book for use of the assessor is being made up.

Interesting statistics are being compiled showing the total assessment and the number of owners of Real Property (those owning land and, or buildings); the number of persons owning one or more properties, classified; as well as the total and averaged assessment in each group.

Princeton is, therefore, having a very valuable piece of work done; W.P.A. meeting the cost of the services of the Personnel and the Borough paying for any materials used.

1910 Records have been revised, reindexed, catalogued and filed.

RECATALOGUING RECORDS OF PHYSICALLY HANDICAPPED  
BOYS AND GIRLS

Official Project      #65-22-5858

Work Project          #2259-7-248

State Serial          #7-11-5018

Description & Location:    Recataloguing records of Physically  
                                 Handicapped Boys and Girls  
                                 109 West State Street, Trenton, N.J.

Sponsor:      Crippled children Commission

Federal Funds \$650.      Sponsor's Contribution

Number Employed:	Male	
	Female	2
	Total	2

A survey was completed in connection with the 7,239 physically handicapped boys and girls 14 years of age and over in an endeavor definitely to ascertain how many were or would be in need of vocational guidance and training befitting their handicap.

The information secured through the survey was transferred from the investigating sheets to our permanent records.

Alphabetical cards were also made of all cases.

Many of the cases had moved with the result that they were transferred from one district to another.

Those that had died or were no longer physically handicapped were removed from our records.

In connection with those that had moved to another state, the information was forwarded to the proper officials thereby permitting the case to receive continued treatment, care, and attention.

The names of the fathers and mothers were also listed on the index cards thereby permitting us to check the case more accurately in the event of their moving from one district to another and then listing the case as a new one.

Status of the case was listed on the card indicating need of training or if the case was in training.

All cases in need of vocational guidance and training were directed for the attention of the Hon. John J. Toohey, Director N.J. Rehabilitation Commission, 1060 Broad Street, Newark, N.J.

The work accomplished will be of great value to the Commission in maintaining an accurate and complete record of each and every physically handicapped boy and girl. It will also materially assist the Commission in guiding and directing each case for proper care and attention.

CATALOGUING RECORDS OF BARBERS, TRENTON, N.J.

Official Project      #65-22-5549

Work Project          #2338-7-250

State Serial          #7-11-5038

Description & Location:      Cataloguing Records of Barbers,  
Dept. of Health, State House, Trenton, N.J.

Sponsor:      Department of Health, State of New Jersey

Federal Funds:      \$1,560.      Sponsor's Contribution:      None

Number Employed:      Male  
                                Female      2  
                                Total      2

This project actively commenced on January 21, 1936, and involves clerical service for two office workers.

These workers were assigned to the Barber Registration Division of this Department and have been engaged in sorting, comparing and filing thousands of barber certificates and permits and thousands of reports of sanitary inspection of barber shops.

Because of the pressure of work, it had been impracticable for the regularly employed personnel of this Division to sort and file these forms in such a manner that they are readily available for comparison and checking.

Up to this time as result of this project, files of barber certificates have been set up by municipalities throughout the State and certificates have been checked resulting in locating several unrestored certificates which have since been reported and issued.

Also as the result of the assistance rendered by these workers it has been possible to address and send out to about 9,000 barbers in New Jersey, forms upon which they may apply during July for renewed barber certificates or permits.

In general, the work performed by these workers has placed our files in the Barber Registration Division in such form that they can be readily checked thus facilitating the work of the Department and making it possible for persons desiring lists of registered barbers in any county of the State to secure such a list by reference to our records.



CATALOGUING RECORDS OF CHILDREN - WEST TRENTON, N.J.

Official Project      #65-22-5645

Work Project          #7-268

State Serial          #7-11-5030

Description & Location:      Cataloguing records of Children  
   N.J.School for Deaf, W.Trenton, N.J.

Sponsor:      N.J. School for Deaf

Federal Funds:      \$5,700.      Sponsor's Contribution:      \$1,146.

Number Employed:	Male	1
	Female	6
	Total	7

The attendance and enrollment records have been corrected, this having been necessitated by the varying transliterations used by the children of foreign born families. All the application information blanks have been checked for omissions and for contradictory information as a basis for new questionnaires concerning hereditary factors, cause and onset of deafness etc.

Courses of study for the academic, vocational and physical education departments have been analysed into units which are tentatively arranged into a progression. These must be checked by actual reports on the children and the administration of a wide range of standardized educational measures. Several standardized tests have been modified to suit the needs of these handicapped children, preparatory to their administration. The course of study is being correlated, unit by unit, with the courses of study of six other deaf schools to determine the degree of standardization feasible in records. A comprehensive inventory system has been installed so as to permit a perpetual inventory system and a cost accounting system that can be maintained after completion, as part of the routine household records.

RE-CATALOGING RECORDS INTO BOOK FORM.

Official Project #65-22-6125

Work Project #2750-7-276

State Serial #7-11-5070

Location: State Capital Building .

Description: Government Records.

Sponsor: New Jersey State Department of Finance.

Federal Funds: \$20,148.00

Sponsor's Contribution: 1,478.00

Number employed:	Male:	16
	Female:	<u>4</u>
	Total:	20

Description and work involved from start:

This project has meant a considerable saving to the State through binding our old records in book form that were heretofore kept in filing cabinets. It has resulted in a saving of 68% of floor space heretofore used by these cabinets. These records are now bound in book form and kept on shelves built above the cabinets which make for ready access as each volume is indexed on the outer binding. It has eliminated the necessity for continually purchasing new cabinets as the older records taken from the cabinets make those cabinets available for the latest records. This work has proven especially beneficial in both the Motor Vehicle and Highway Departments.

Attached herewith is the regular chart showing in detail the progress of the work on this project.

REPORT ON  
W. P. A. PROJECT 7-276

WORK COMPLETED

FORM NUMBER	ACCOUNT	NUMBER OF FILES	FLOOR SPACE SQ. FT.	BOOKS	FEET OF SHELVING	FLOOR SPACE SQ. FT.	FILES	SAVING FLOOR SPACE SQ. FT.	PER CENT
B.S. 1	326754	26½	99½	1382	173	21	26½	78½	68
B.S. 2	81000	4	15	393	49	4½	4	10½	68
B.S. 5	50000	12	45	543	73	6	12	39	86 2/3
Totals	457754	42½	159½	2318	295	31½	42½	127½	

WORK UNCOMPLETED

B.S. 1	112246	12½	46½	983	122	4	12½	42½	68
B.S. 2	1905000	95	356¼	10197	1274	113	95	243¼	68
B.S. 5	210000	50	187½	2230	310	25	50	162½	86 2/3
Totals	2227246	157½	590½	13465	1706	142	157½	448½	
Gr. T.	2685000	200	750	15783	2001	173½	200	576¼	

June 18th to July 2nd  
CARD  
P R O D U C T I O N

SAVING FILES	FILES SORTED	DRAWERS SORTED	FILES EXTRACTED	BOOKS	MAN HOURS
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5½ 15½ 69 6½ 217 735½

PERSONNEL AS OF JULY 2nd, 1936 10 Binders 1 Typist TOTAL 11

# HIGHWAY DEPARTMENT

<u>FILES</u> <u>NUMBER</u> <u>OF</u> <u>FILES</u>	<u>SORTED</u>	<u>TRIED</u>	<u>BOOKS</u>	<u>SORTED</u>	<u>TRIED</u>	<u>BOOKS</u>	<u>HOURS</u>
103	42	18½	406	1½	3½	117	447½

PERSONNEL AS OF JULY 2nd, 1936 5 Binders 1 Steno. 1 Typist TOTAL 7

# FINANCE DEPARTMENT

4 Books - Indexing and filing cards 130 hours

PERSONNEL AS OF JULY 2nd, 1936 1 Steno. 1 Typist TOTAL 2

PAUL F. PUGGI  
Supervisor



RECATALOGING RECORDS

Official Project      #65-22-6028

Work Project            #2752-7-278

State Serial            #7-3-5034

Description and Location:    Recataloguing Records,  
                                 New Lisbon Colony for the Infirm,  
                                 New Lisbon, New Jersey.

Sponsor:    Board of Freeholders, Burlington County

Federal Funds:    \$1,512.    Sponsor's Contribution:    \$90.00

Number Employed:	Male	
	Female	<u>1</u>
	Total	1

The work done under this project was the re-organization of all files and bringing records up to date which have been neglected for the past 5 years, due to financial curtailment.

This work of re-organizing of files was done in the County Institution for Insane, Almshouse, and Tubercular Hospital. This work has been done to the entire satisfaction of the Board of Freeholders and the work has now been discontinued.

CLERICAL ASSISTANCE AND ENROLLMENT OF COURT RECORDS - TRENTON, N.J.

Official Project      #65-22-6052

Work Project          #7-280

State Serial          #7-11-5072

Description & Location:      Clerical Assistance and Enrollment  
   of Court Records, State House,  
   Trenton, New Jersey.

Sponsor:      N.J. Court of Chancery

Federal Funds:      \$14,760.      Sponsor's Contribution:      None

Number Employed:	Male	13
	Female	<u>4</u>
	Total	17

This project is bringing the enrollment records of the Chancery Officer up to date, which is essential to the bar and all Attorneys of the State of New Jersey, and will be of great service to them.

This covers all cases in the Court of Chancery and includes all Receiverships, Foreclosures, Divorces, Maintenance Cases, Relief cases, Lunacy Cases, and all other cases which come before the Court of Equity for adjudication.

Up to June 1, 1936, approximately 38,000 cases have been handled out of a total of 138,000, which includes the bringing up to date of 367 Volumes of Records out of a total of 800.

The Project is accomplishing this very necessary work and the Chancery Officer would be financially unable to do this work without the aid of W.P.A. Funds.

RECATALOGING RECORDS OF ROAD DEPARTMENT - MT. HOLLY, N. J.

Official Project #65-22-6053

Work Project #2756-7-281

State Serial #7-3-5038

Description & Location - Burlington Co. Road Dept., Mt. Holly  
Revamp Accounting Department

Sponsor - Board of Freeholders

Federal Funds - \$1500.00

Number employed:	Male	2	
	Female	<u>3</u>	:
	Total	5	

Recataloging, reindexing, and filing financial records of the Dept. of Roads of Burlington County. Old records were reindexed and brought up to date, and a new filing system installed up to the period ending June 1, about 25000 records have been completed, or about 85% of the project completed.

CATALOGING RECORDS OF CIVIL SERVICE COMMISSION

Official Project #65-22-6550

Work Project #3682-7-367

State Serial #7-11-5088

Description & Location - Tronton, Transcribe Records  
C. S. Commission.

Sponsor - Civil Service Commission

Federal Funds - \$22,692.00

Number employed:	Male	7
	Female	<u>19</u>
	Total	26

This project has been gathering momentum for approximately the past two weeks. We have been unable to avail ourselves of the entire force which will be required for the reason that promised facilities, equipment, etc. have not been forthcoming. We have been expecting them from day to day and still are optimistic that word will be received that they are on hand at any moment.

The work that is being done and planned under it should furnish the basis for much improvement in the daily practice of the Civil Service Commission and to personnel work throughout the State. It will facilitate the cooperation of this department with the Labor Department and the State Federal Employment Service through the availability of more comprehensive and dependable employment data which the federal authorities are obtaining regularly through the labor department.

This project was started May 20, 1936.



RECORD OF MILK PRODUCED AND SOLD - TRENTON, N. J.

Official Project #65-22-2215

Work Project #3695-7-368

State Serial #7-11-5087

Description & Location - 1 West State St., Trenton, N. J.

Sponsor - New Jersey Milk Control Board

Federal Funds - \$5400.00

Sponsor's Contribution - \$2681.70

Number employed:	Male	--
	Female	<u>6</u>
	Total	6

This project shows specific utilization of the milk and/or cream produced in the State of New Jersey or imported for consumption within the State.

In the offices of the New Jersey Milk Control Board records have been filed each month since the inception of the Board, in 1933, showing the quantity and value of milk and/or cream produced and sold within the State and/or imported for sale and consumption in the State. These reports are required from each dealer, and producer-dealer, approximately 1200, each month.

The work of the project is to break down these recorded figures to show the actual utilization and value of the milk and/or cream produced and sold in the State and/or imported for sale and consumption within the State.

There have been various studies and statistical compilations made in the past to endeavor to show the quantity and value of the milk and/or cream produced in New Jersey and its subsequent utilization, together with the quantity and value of milk and/or cream required from outside the State to meet the needs of our people, but this project has furnished for the first time in the history of the State the accurate facts and figures which are of inestimable value to the entire dairy industry.

It is hoped that this work may be continued permanently as the dairymen of the State have invested approximately one hundred million dollars in cattle, buildings and necessary equipment for the production of clean and wholesome milk and cream and other dairy products. With this tremendous investment in mind it is felt that the people of the State, exclusive of the dairymen and those directly connected with the industry, are entitled to basic facts.

RECORD OF MILK PRODUCED AND SOLD - TRENTON, N. J.

It is believed that no other State in this country has records of this kind, or the facilities to compile such records, as have been made possible by the furthering of this project to supplement the work done under the direction of the New Jersey Milk Control Board.

RECLASSIFYING AND INDEXING SCHOLASTIC  
RECORDS, MANASQUAN, NEW JERSEY

Official Project #65-22-620

Work Project #5-47

State Serial #5-13-5008

Description and Location: Reclassify and index scholastic records in Manasquan Schools.

Sponsor: Manasquan Board of Education

Federal Funds \$1,200.00

Sponsor's Contribution: \$150.00

Number Employed:	Male	0
	Female	2
	Total	2

The purpose of this project is to re-organize the public schools' records of Manasquan, bring up to date all of the records which have been neglected for years, and substitute new and better ones when and where necessary. The major points included in this program are as follows:

1. Pupil Records
2. Teacher Records
3. General Office Filing
4. Equipment Records
5. Textbook Records
6. Supply Records

We started with the pupils' records first since these had been sadly neglected for years, and were in serious need of re-organization, completion, and substitution of a new and better system. This part of the work has been very difficult and the greater part of the time thus far has been devoted to this phase of the project.

The following is a brief outline of the work to date (dating back from the present to 1928).

- A. All elementary school pupils (approximately 800 for this period of time)
  1. Made individual cumulative record sheets for standardized tests.
  2. Assembling all information.
  3. Entering on the necessary cards and cumulative records, all necessary information and data.
  4. Enclosing material in individual envelopes and filing alphabetically in individual folders.

- B. All high school pupils (approximately 800 for this period of time)
1. Made individual cumulative record folders.
  2. Assembling all information.
  3. Entering on the necessary cards and cumulative records all necessary information and data.
  4. Enclosing material in individual envelopes and filing alphabetically in individual folders.
- C. All teachers (approximately 75 for this period of time)
1. Made individual cumulative record sheets.
  2. Assembling all information.
  3. Entering on the necessary cards and cumulative records all necessary information and data.
  4. Enclosing material in individual envelopes and filing alphabetically in individual folders.

Under A. 2, approximately five thousand standardized or achievement tests which had not been marked or completed so as to be of value had to be checked or marked and data prepared for each set of tests according to standardized requirements suitable for use so as to be of value after being recorded. This has proven to be time well spent because we have been able to assemble some of the finest data which was necessary in analyzing, guiding, and advising pupils in their school work and correcting their difficulties. In addition to this work, approximately fifteen hundred office record cards of the National School Record System have been carefully checked and completed, which is a huge task in itself.

The pupil records are about seventy-five percent completed. Considerable work has been completed on the teachers' records and a fair start has been made on the equipment. Nothing has been done so far on the general office filing system, the textbook records or the supply records.



CLERICAL STATE ARSENAL - SEA GIRT

Official Project #65-22-621

Work Project #5-48

State Serial #5-13-5011

Description and Location: Revamping warehousing system, Sea Girt,  
State Arsenal

Sponsor: New Jersey Quartermaster Department

Federal Funds: \$1,356.00

Sponsor's Contribution \$200.00

Number Employed:	Male	1
	Female	$\frac{1}{1}$
	Total	2

This project started on November 12, 1935 and called for the employment of one senior clerk, capable of doing warehouse accounting and one stenographer-typist.

The present Commanding Officer of the New Jersey State Arsenal, having taken command in November, 1934, and the Corps Area concentration of troops coming as it did in the summer of 1935, he found that the then existing system of warehousing and accounting was extremely inadequate and obsolete. Consequently, he laid plans for its improvement, consisting of a completely new arrangement of shipping and receiving facilities and storage, a new inventory system, and a new warehouse accounting system.

It was found that money and material were available for any construction or materials incidental with his plans, but was not available for the maintenance thereof at the present time, thus the project came into being.

The first job started was the annual Arsenal inventory, taken by a revised system. Then, the new system of warehouse accounting was set up for operation. This system consists of six volumes entailing approximately four thousand different articles of Federal property carried in Arsenal stock, and recording three different Arsenal departments. Work to this point was completed about March 31st.

During the period between inventory and March 31st, Arsenal warehouse accounting was at a standstill so it was now necessary to catch up on all transactions to date. This has not been completed as yet, but work is progressing well and it is expected that the books will be up-to-date in the near future.

Aside from the paper work completed and being maintained by two

CLERICAL STATE ARSENAL - SEA GIRT (continued)

WPA clerks, new and more practical bins have been constructed from salvaged materials and painted in a pertinent color for the type of property which they contain. These bins are in the shipping department. The receiving department has been completely renovated as to arrangement and practicability. Also, the storage department has been rearranged for easy accessibility at all times.

The Inspecting Officer had unstinting praise for all phases of the Arsenal arrangement, warehousing, and stock records, and the care taken of the property therein.

CODIFYING ORDINANCES - SOUTH BELMAR

Official Project #65-22-1055

Work Project #5-56

State Serial #5-13-5022

Description and Location: Indexing Boro Records, South Belmar,  
Monmouth County

Sponsor: Boro Council of South Belmar

Federal Funds \$1,956.00

Sponsor's Contribution: \$95.00

Number Employed:	Male	1
	Female	2
	Total	3

This W. P. A. Project for the indexing of borough records and employing one man and two women was started on November 18, 1935.

At that time the files of the Borough were found to be in very poor condition. Personal correspondence, as well as papers pertaining to the Borough, were packed in the Borough Files and safe. Permission was obtained from the State Department in Trenton to destroy a great amount of this useless correspondence. The Borough bought 150 heavy manila envelopes for filing purposes. The various items, correspondence, bonds, insurance, etc., were then separated and filed in their respective departments. This necessitated the handling and rehandling of papers a great many times. All matters of correspondence, bonds, insurance and departments connected with the borough, up-to-date, are now properly filed.

The Borough index book is now in the making, approximately two million words having been typed toward its completion.

The personnel of this project has co-operated in every way with the Borough officials and the praise received from the Mayor, Councilman and Borough Clerk as to the neatness and efficiency of the work is ample assurance of the appreciation of the Borough for the Project and the Works Progress Administration which made it possible.

The following is a quotation from the senior clerk working on the project "By co-operation with the borough and business like operation of this project we try to show our appreciation to our government, for giving us an opportunity to do useful work and thereby retain our self-respect as wage earners and useful citizens. By being engaged in constructive work and taken off relief our morale has been raised considerably. Our thanks go out to an Administration that has shown a Government has its humane side."



CATALOGUING RECORDS OF HALL OF NATIONS - ASBURY PARK, N. J.

Official Project #65-22-1708

Work Project #5-74

State Serial #5-13-5050

Description and Location: Index records at Convention Hall,  
Asbury Park

Sponsor: City Commission of Asbury Park

Federal Funds \$3,616.00

Sponsor's Contribution: \$100.00

Number Employed:	Male	4
	Female	4
	Total	8

When this project was started, November 23, 1935, we found the correspondence concerning the Hall of Nations had been carelessly dumped into some old paper boxes. The pictures, objects of art, books, and some of the flags received from various states and foreign countries had been piled into store rooms along with a quantity of trash.

Before anything could be done in the way of filing or cataloguing it was necessary for us to separate the domestic and foreign letters, rearranging them alphabetically according to states and countries. Because of the jumbled up condition in which we found this material our progress was considerably delayed.

While some of the workers were engaged in segregating the correspondence, the balance employed their time locating the more than 1,000 gifts presented to the City of Asbury Park. This has been completed and each object has been given a number in order that it may be more easily identified with the correspondence concerning it. Each article also has a card attached to it setting forth the title, donor, and source. The total inventory of articles in the Hall of Nations, Museum and Art Gallery as of this date is 1,035.

We have established an accession book, in which each gift has been numerically listed, stating what the article is, the title, the donor, and from what state or country it was received. With this accession book we have set up a cross reference card index.

In this index we have four sections:

Section one is for the number card. The number on this card corresponds with that previously given the article. The subject and donor are also named on this card.



CATALOGUING RECORDS OF HALL OF NATIONS - ASBURY PARK, N. J. (continued)

Section two contains the subject card. On this card besides giving the number of the article, the donor and source from which the article came, we have typed on the reverse side a brief history of the article, or of its donor.

Section three is for the donor card and as in the preceding two sections the cards are filed chronologically.

Section four contains the source cards. Here the number has been disregarded and the cards filed in alphabetical order.

In all this work the City of Asbury Park has extended every courtesy and the workers have found the employment both interesting and educational.

INDEXING DEEDS AND MORTGAGE BOOKS - TOMS RIVER, N. J.

Official Project #65-22-1709

Work Project #5-78

State Serial #5-15-5010

Description and Location: Indexing deeds and mortgage books  
in Ocean County Courthouse

Sponsor: Ocean County Board of Freeholders

Federal Funds: \$26,760.00

Sponsor's Contribution \$6,466.00

Number Employed:	Male	8
	Female	<u>34</u>
	Total	42

Work covered from November 18th until June 1st:-

November	9099	Grantor names compared with records
	4266	Grantee names compared with records
December	25934	Grantor names compared with records
	11152	Grantee names compared with records
January	26325	Grantor names compared with records
	11502	Grantee names compared with records
February	20487	Grantor names compared with records
	9638	Grantee names compared with records
March	24885	Grantor names compared with records
	10744	Grantee names compared with records
April	22242	Grantor names compared with records
	10428	Grantee names compared with records
May	25487	Grantor names compared with records
	11627	Grantee names compared with records

Totalling 154519 Grantor names compared

" 69357 Grantee names compared

60387 Mortgagor slips sorted to volume and page numbers

43484 Mortgagee slips sorted to volume and page numbers

12933 Chattel Mortgagor and Mortgagee slips sorted to volume  
and page numbers

11625 Assignor slips sorted to volume

8854 Assignee slips sorted to volume

2817 Dischargor slips sorted to volume

2929 Dischargee slips sorted to volume

INDEXING DEEDS AND MORTGAGE BOOKS - TOMS RIVER, N. J. (continued)

39158 slips compared with indices for correct copying in  
typing.

Records and Indices are poorly written in longhand, especially the early records. As these slips are compared additional information, Date of Recording, Nature of Instrument and names that were omitted from the indices must be added.

The sponsors seem quite pleased and satisfied with the project and the project workers seem glad that they have the work and take an interest in what they are doing. This work is new to them and they have to learn each step as they go along and that makes their work more interesting. All on this project co-operate and work along to the best of their ability.

HEALTH AND WELFARE RECORDS, MONMOUTH COUNTY

Official Project #65-22-1702

Work Project #5-79

State Serial #5-13-5002

Description and Location : Clerical workers in health centers  
throughout Monmouth County.

Sponsor: Monmouth County Board of Freeholders

Federal Funds \$7,200.00

Sponsor's Contribution \$120.00

Number Employed:	Male	0
	Female	<u>12</u>
	Total	12

Twelve clerical workers have been employed on this project supplying the different health centers and health department offices in the county with clerical work for the nursing services.

The following is the type of work which they have done. It is varied in nature and has been exceedingly valuable to the health of the community especially by releasing the public health nurses from a great deal of their clerical work and giving them more time to do the type of work which only trained nurses can do.

Revision of the files.

Typewriting and filing all official forms for admission to state institutions, county institutions, tuberculosis clinics, mental hygiene clinics, baby welfare clinics, etc..

Filing of material relative to above types of work.

Assisting in studies on Tuberculosis, health services, diphtheria vaccination, immunization, etc.

Typing of forms for the Old Age Assistance, copy work, filing of cases assembling of forms, typing of filing cards, some dictation and transcription for this department.

Taking of dictation from the nurses in relation to health and welfare records and typing of same.

Compilation of statistics and typing of same.

Copy work of all types relative to health and welfare work.



HEALTH AND WELFARE RECORDS, MONMOUTH COUNTY (continued)

Assisting in County Social Service Exchange.

Making out cards, clearing records, sending reports.

Compilation of monthly report and typing of same.

All the clerical workers employed on this project have been given instruction and help in their work and in consequence, have improved very much indeed. They have been a godsend to the overworked public health nurses and health officers in the districts in which they work and as stated above, have enabled the regular staff workers to do a better piece of work and take care of the increased load which they have had in the last year. All the project workers have been kept busy on legitimate work and have received experience and training which ought to equip them better for positions in the future. It is hoped that some of them may be absorbed into the organization in which they are at present working in the next year's budget but so far there is nothing definite in reference to this because funds are still very hard to secure.

INDEXING AND FILING BUILDING RECORDS - ASBURY PARK, N.J.

Official Project      #65-22-2122

Work Project          #5-83

State Serial          #5-13-5033

Description & Location:      Index and file building records of  
Asbury Park, N.J.

Sponsor:      City Commission, Asbury Park

Federal Funds:      \$2,556.      Sponsor's Contribution:      \$110.

Number Employed:	Male	2
	Female	<u>2</u>
	Total	4

Approximately 5000 plans of city buildings turned over to us by the City of Asbury Park have been folded and titled.

The plans for which building permits were issued have been folded, titled, filed and an index typed for the years 1920 to 1923 inclusive.

Detailed information was furnished for State Guide W.P.A. Mr. Haisser, computing the estimated cost of all public buildings, bridges, parks and other accessories.

An area consisting of a strip of land from the ocean to the railroad, approximately 350 feet wide and three-quarters of a mile long, has been measured and detailed for a park development for the city. The plans have been corrected to bring this area up to the revisions made.

A revised building code and plumbing code, the former not revised since 1911 and the latter not since 1906 have been typed and will be ready for submission to the city mayor and council within another six weeks.

Other incidental items of research, design and filing requested by the local authorities have been undertaken by this project.

The principal handicap that this project has been under has been lack of municipal funds for equipment which as far as we can ascertain is due to this city being under financial supervision of the State and although willing are unable to finance some of the necessary equipment. In my opinion this is not lack of appreciation for Federal Aid but due to an inability to expedite those items which are surely forthcoming.

The attitude of the personnel engaged in this project has been most loyal and competent and they all feel that something worthwhile has been accomplished.





CLERICAL ASSISTANCE - NEW MARKET, NEW JERSEY

Official Project #65-22-836

Work Project #4-84

State Serial #4-12-5017

Description & Location: Tax Office, Pascataway Township,  
New Market, New Jersey.

Sponsor: Pascataway Township Committee.

Federal Funds: \$2,986.00

Sponsor's Contribution: 250.00, not including typewriters,  
desks, chairs, light, etc.

Number employed:	Male	2
	Female	<u>2</u>
	Total	4

Task involved in work:

Compiling and typing new assessment books, in triplicate, from new Assessment Maps, for reference to property owner, address, block and lot numbers, etc.

Making up cross index card system for Board of Assessors and Tax Collector.

Verifying properties in the field and from abstracts, in order to ascertain correctness of owners of properties.

Date started: October 24th, 1935.

Approximate amount of work accomplished: Two new assessment books have been practically completed as above.

Work is now progressing on the third assessment book.

The cross index system for Board of Assessors and Tax Collector is approximately 50% complete.

Approximately 3,000 verifications of properties in the field, and from abstracts, etc., have been made.

INVENTORY - PUBLIC SCHOOL SYSTEM.

Official Project #65-22-1729

Work Project #4-117

State Serial #4-12-5110

Description & Location: Inventory of Buildings, Equipment,  
Supplies, etc., of Public Schools in Woodbridge  
Township.

Sponsored by: Board of Education, Woodbridge, New Jersey.

Federal Funds: \$5,089.00

Sponsor's Contribution: 175.25, also Supervision of Super-  
vising Principal, typewriters,  
desks, chairs, office supplies  
light, heat, janitor ser-  
vice, etc.

Number employed:	Male:	5
	Female:	<u>5</u>
	Total:	10

The task involved in this project is to list and tabulate equipment and supplies on hand in the fourteen schools that make up the system, so as to give the Board a comprehensive knowledge of property owned and the condition of same, and to preclude duplication of purchases. This project has been in operation since November 25, 1935.

To date work on this project is approximately 75% complete.

PREPARE TEACHING MATERIALS FOR SCHOOLS - PERTH AMBOY

Official Project #65-22-3142

Work Project #4423

State Serial #4-12-5042

Description & Location: Preparation of teaching materials in the Public Schools of Perth Amboy. Teaching materials are to supplement text books and in some cases to take the place of the text books. The material will be mimeographed.

Location: Public Schools - Perth Amboy, New Jersey.

Federal Funds: \$6,600.00

Sponsor's Contribution: 594.60, also typewriters, desks, chairs, stapling and mimeograph machines, and School Principal's supervision.

Number employed:	Male	2
	Female	6
	Total	8

Types of work involved: Sort Material  
Type Stencils  
Mineograph Stencils  
Assemble Material  
Distribute Material

Purpose: To provide teaching materials for teachers and pupils to supplement or replace textbooks because of lack of regular textbooks. The types of work are listed above.

What has been accomplished in a general way since project started: Units of work for social science have been placed in hands of teachers and pupils; supplementary instructional material in reading, spelling and English have been prepared; mimeographed and distributed to the various schools for use of pupils and teachers.

The project started November 1, 1935.

SUPERVISION OF SCHOOL CHILDREN  
DURING NOON RECESS & NOON HOURS

Official Project #65-22-1725

Work Project #4-125

State Serial #4-20-5069

Description & Location: Clerks and Matrons to Supervise School  
Children, Public Schools, Roselle, N. J.

Sponsor: Board of Education, Roselle, Union County, N. J.

Federal Funds: \$6,550.00

Sponsor's Contribution: \$100.00

Number Employed: Male 0  
Female 11  
Total 11

Task involved in Work & Details: Supervision of school children during recess and noon hours. Typing, filing, general clerical work in the school office. This project started on November 12th, 1935.

Approximate amount of work accomplished: This is a continuous project, the nature of which makes it impossible to make any specific statement of the amount of work accomplished. Both classifications of workers, clerks and matrons, have been kept constantly busy, and the loss of their services would seriously curtail the efficient operation of the school system, and there is no provision in the school budget appropriations to replace these relief workers with full-time employees.



CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-1774

Work Project #4-126

State Serial #4-20-5083

Description & Location: "Clerical help to assist in bringing back records in school system up to date."  
Public Schools, Elizabeth, N. J.

Sponsor: Board of Education, Elizabeth, N. J.

Federal Funds: \$5,460.00

Sponsor's Contribution: Sponsor furnishes typewriters, stationery and other necessary supplies.

Number of Employees:	Male	0
	Female	7
	Total	7

Task involved in Work & Details: General clerical work, typing, etc.. This project started November 18, 1935.

Approximate amount of work accomplished: The clerical help requisitioned has been working on files and records of the medical and attendance department, the physical education department, the guidance department (Jefferson H. S.), the general office at Jefferson H. S., the general office at Battin H. S., office of the Secretary of the Board, office of the Business Manager. In the schools the individual records of the pupils and reports of various kinds needed detailed organization and many entries to bring them up to date. This is under heading and needs very much more attention. This clerical assistance has been of great help to the schools and the Board of Education. The same condition relative to the records and organization in the various offices--attendance and medical; office of Business Manager, and Office of Secretary, obtains. There the records are being made more complete and there is a beginning of better order and system. It is hoped that this clerical force may be continued another year, for while the project has been advanced greatly it will require a rather long period to complete what has been undertaken.

CLERICAL ASSISTANCE - BOARD OF EDUCATION, ROSELLE PARK, N. J.

Official Project #65-22-5373

Work Project #4-315

State Serial #4-20-5089

Description & Location: Clerical Help in Roselle Park Schools.

Sponsor: Board of Education of Roselle Park

Federal Funds \$1,950.00

Sponsor's Contribution - None

Number of Employees: Male none  
Female 3

Task involved in Work & Details:

Pupil record cards made out  
Schedules of classes for teacher & pupils  
Making stencils for bulletins & all other necessary  
stencils.  
Mimeographing  
Setting office and all records in order  
Checking over files  
Doing clerical work for Principals and Teachers  
Doing clerical work for Superintendent of buildings.  
Sent work for pupils  
Examinations for pupils

Date Started - January 20, 1936

Approximate amount of work accomplished.

All Secretarial work  
Files are in proper order  
Schedules for Teachers are ready  
Registration cards in order  
Some mimeographing finished.

INVENTORY OF SCHOOL BOOKS AND EQUIPMENT

Official Project #65-22-4227

Work Project #4-254

State Serial #4-12-5146

Description & Location: Inventory of all equipment, books, supplies, etc., in the following School Buildings in Raritan Township: Clara Barton, Piscataway, Oak Tree, Sandhills, Stelton, and Bonhartown. Middlesex County, New Jersey.

Sponsor: Board of Education, Raritan Township, New Jersey.

Federal Funds: \$2,970.00

Sponsor's Contribution: 40.00 (Not including supervision, typewriters, desks, chairs, files, light, heat, janitor service, etc.)

Number employed:	Male	1
	Female	4
	Total	5

Task involved in work and details: Obtaining inventory by count and tabulation of all equipment, text and library books, and miscellaneous supplies in the six school buildings of Raritan Township.

Date started: December 3rd, 1935

Approximate amount of work accomplished: The work involved in this project was completed July 7, 1936.

The Board of Education had no previous record of the equipment, books, supplies, etc., in the various school buildings.

With the assistance of the employees on this project an accurate record has been obtained, and the Board of Education is now able to better determine the school needs for the next year.

This project has been completed.

CLERICAL ASSISTANCE - NEW MARKET SCHOOL

Official Project #65-22-4251

Work Project #1957-4-255

State Serial #4-12-5049

Description & Location: Three typists and one stenographer to work in the offices of the principals of the New Market School, the Arbor School and the Holmes M. Marshall School, and in the Office of the Supervising Principal in the New Market School.

The work will consist of reconstructing and bringing up to date records on pupil and teacher personnel, school supplies, text books, school equipment, transportation, etc. It will include mimeograph work, tabulation of school statistics, and transcribing records, the data for some which, must first be compiled. This is not current work and will not replace anyone now employed.

Sponsor: Board of Education, Piscataway Township, Middlesex County, New Jersey

Federal Funds: \$2,640.00

Sponsor's Contribution:	Material & supplies	\$100.00
	Equipment, rental	96.00
	Light & heat	25.00
	Supervision	150.00
		<u>361.00</u>

Number employed: Female 4  
Total 4

Task involved in work and details: Approximately 3,600 pupil and teacher personnel records were to be brought up to date. Scholastic, health and attendance records of elementary and high school pupils had not been kept up to date due to lack of clerical assistance. These records have been brought up to date at this time but recordings for the year which just closed must still be made.

A permanent records system covering approximately 1,200 items of school supplies has been installed. These records were completed. Supplies for the next school year have been purchased and are now ready to be recorded as part of this system.

An inventory record of about 800 items of school equipment which was listed as one of the objectives of this project has not been started.

Back records covering purchases, maintenance of equipment, repairs for buildings etc., including about 4,000 different items were to be



Clerical Assistance - New Market School -(cont'd)

brought up to date and transcribed so as to be readily available at all times. This work has not been started at this time.

Date Started: December 6th, 1935.

Approximate amount of work accomplished: An inventory covering about 1,800 records of text books has been completed. In addition to the installation of this text book record, the condition of all of our text books has been noted and recorded. This set of records was completed for the last school year but needs to be brought up to date by the addition of books purchased during the summer for use in 1937. This additional recording will take about one week.

This project called for the installation of a record of transported pupils involving transportation of approximately 1,400 children; their addresses, location in the district and distance to be transported. About 50% of this work has been completed.

Due to the nature of the work it was impossible to estimate with any degree of accuracy the time involved in making up the records involved in this project. The project, therefore, covered about twice as much work as could be accomplished in this time set up. This project is about 75% completed.

CLERICAL ASSISTANCE - WOODBRIDGE, NEW JERSEY

Official Project #65-22-4252

Work Project #4-256

State Serial #4-12-5154

Description: Provide clerical assistance in offices of High School and Secondary Schools, Woodbridge, Township.

Location: High School, Woodbridge, New Jersey

Sponsor: Board of Education

Federal Funds: \$4,080.00

Sponsor's Contribution: 50.00

Number employed:	Male	2
	Female	6
	Total	8

This project has been in operation since December 5th, 1935 and the work involves the bringing up to date back records and various reports, such as Progress and Attendance reports of over 6,000 pupils, indexing and typing Index of School Board Minutes and Records from 1894, Detailing Operation, Repair and Replacement costs covering fourteen schools and nine portable buildings over a period of five years.

The Progress and Attendance reports of the 6,000 pupils cover a study of each pupil by grade and age from four years up to nineteen years old, the number of years each pupil has been attending school and a record of their progress by class grade. The compiling of this data involves about 34,000 separate items.

The Indexing of School Board Minutes and Records covering a period from 1894 to date, comprised about 2,500 items. This indexing has been done by subjects and data typed on cards for card index for quick reference when information is requested as to former action or precedence established.

The analysis and break down of Operation as well as Repair and Replacement costs of the fourteen schools and nine portable buildings involved the detailing of about 4,000 items over the five year period. The break down showed the cost by each class of work performed and a separation of such cost between labor and material; also who performed the work, and if by days work, giving hourly rate, or by contract. The work done on each school or portable building was shown separately by month.

The Operation costs are shown separately for each school with a detailed monthly break down of the costs for each operation.

All these cost studies made possible a detailed break down and ready reference as to where the school appropriations for such work was spent, and furnished a comparison of the Operation and Repair and Replacement costs for each school in Woodbridge Township.

This information was not only compiled in detail, but also summarized and placed in binders for file record and reference.

CLERICAL ASSISTANCE - NEW BRUNSWICK, NEW JERSEY

Official Project #65-22-4341

Work Project #1975-4-261

State Serial #4-12-5053

Description & Location: Clerical work in City Hall, New Brunswick, New Jersey.

Sponsor: City Commissioners, New Brunswick, New Jersey.

Federal Funds: \$4,254.00

Sponsor's Contribution: 36.50 (not including desks, chairs, mimeographing equipment, light, heat, etc.)

Number employed:	Male	10
	Female	<u>2</u>
	Total	12

Date started: November 29th, 1936.

The work involved the examination of approximately 12,000 City vouchers, and reclassification as to expense accounts and departments.

Transcribing to work sheets a complete record of all Municipal expenses for the years 1933, 1934, 1935, and 1936, to date; also summarizing, typewriting and placing these records in special binders.

Read, analyze, record, type and bind in special binders City Government resolutions for a period of twenty years. No index had ever been prepared from the time New Brunswick adopted the Commission form of Government to date.

The above work has been nearly completed.

The project is now operating with a reduced personnel of one Male, and one Female and is scheduled to terminate by July 23rd, 1936.



PUBLIC SCHOOL CURRICULUM REVISION - PERTH AMBOY, N. J.

Official Project #65-22-4421

Work Project #4-272

State Serial #4-12-5041

Description & Location: Public School Curriculum Revision in  
Perth Amboy Public Schools.  
Location: Perth Amboy Public Schools,  
Perth Amboy, New Jersey.

Number employed:	Male	1
	Female	<u>9</u>
	Total	10

Federal Funds: \$6,600.00

Sponsor's Contribution: \$35.59 also, typewriters, desks, chairs,  
stapling and mimeograph machines,  
and School Principal's Supervision

Sponsor: Board of Education of Perth Amboy, New Jersey

Types of work involved: Book review and research for new content and method to construct new units of work; typing, stencil making, hoktographing, mimeographing, filing, sorting and assembling materials.

Task: To revise courses of study; to modify content and method so as to make provisions for all students instead of the select few.  
Types of work listed above.

What has been accomplished in a general way since project started: Research has been made and ground work laid for transference of training in economics, commercial law, development of social institutions. Construction of new units of work started in Mathematics of Community Finance and Exercises of Slide Rule.

The project started December 2nd, 1935

CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-4825

Work Project #4-276

State Serial #4-12-5145

Description & Location: Clerical Assistance to bring records up to date in Clara Barton, Piscataway, Oak Tree, Sandhills, Stelton, and Bonhantown Schools of Raritan Township, Middlesex County, New Jersey.

Sponsor: Board of Education, Raritan Township, New Jersey.

Federal Funds: \$2,970.00

Sponsor's Contribution: Supervision by School Principal, typewriters, files, desks, chairs, stationery, index cards, light, heat, janitor service, etc.

Number employed: Female 6  
Total 6

Task involved in Work and Details: Bringing school records up to date by means of typing, indexing, filing, etc.

Date started: December 2nd, 1935.

Work involved in this project was completed July 16th, 1936.

The records and General office work was far from up to date owing to the fact that the school principals were unable to take care of this work.

Through the assistance of the employees on this project the school principals have been enabled to put their records in good shape.

This project has been completed.

CLERKS TO ASSIST SCHOOL NURSES - WOODBRIDGE

Official Project #65-22-4826

Work Project #4-277

State Serial #4-12-5119

Description & Location: Clerks to assist School Nurses in their routine duties by bringing up to date all child records of the Public School children of Woodbridge Township.

Located at #8 School, Kearsby, New Jersey and #11 School, Woodbridge, New Jersey.

Sponsor: Board of Education, Woodbridge Township.

Federal Funds: \$1,320.00

Sponsor's contribution: 50.00 also, supervision of Supervising Principal, typewriters, desks, chairs, office supplies, light, heat, janitor service, etc.

Number of employees: Female 2  
Total 2

The task involved in this project is to transfer child health records to permanent record cards and to assist the school nurses in their clerical work. This relieves the nurse of her clerical work and she can give more time to the health needs of the children.

This project has been in operation since November 27th, 1935.

To date, this project is approximately 55% complete.

INVENTORY OF EQUIPMENT, COUNTY DEPARTMENTS, NEW BRUNSWICK, NEW JERSEY

Official Project #65-22-4824

Work Project #4-278

State Serial 4-12-5074

Description & Location: Inventory of equipment of the various  
County Departments of Middlesex County. New Jersey  
State Armory, New Brunswick, New Jersey.

Sponsor: Middlesex County Board of Freeholders.

Federal Funds: \$3,594.00

Sponsor's Contribution: 44.00 also, typewriters, desks, chairs,  
County Engineer's Services, Of-  
fice and lavatory supplies,  
light, heat, and janitor service.

Number employed:	Male	9
	Female	<u>1</u>
	Total	10

Enumerating and judging condition, evaluating cost, and compiling records of this information. Work started November 27th, 1935 and was entirely completed on June 1st, 1936.



CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-4947

Work Project #2041-4-283

State Serial #4-12-5057

Description & Location: Clerical assistance for Supervising Principal, to bring personnel data and school records to date. Located in the public schools of North Brunswick Township.

Sponsor: North Brunswick Township Board of Education.

Federal Funds: \$6,070.75

Sponsor's Contribution: 172.81 (Not including stationery materials, rent, heat, light, and janitor's service, etc.)

Number employed:	Male	1
	Female	<u>7</u>
	Total	8

Task involved in work and details: Work consists of compiling and recording an inventory of all school supplies and equipment; completing to date, typing and filing existing physical records; compiling, typing and filing new records for permanent files; bringing up to date records concerning pupil personnel data and classification, both mental and physical.

Date started: November 27th, 1935.

Approximate amount of work accomplished: 68%

As a result of the work accomplished in this project, it is now possible for the Supervising Principal and members of the Board of Education to tell at a glance just what additional supplies and equipment will be required for the coming school year; which branches of the school curriculum have accomplished best results; which pupils require special attention, either physical or in connection with their school work, etc.

INVENTORY OF SCHOOL SUPPLIES AND EQUIPMENT - JAMESBURG, NEW JERSEY

Official Project #65-22-5548

Work Project #4-312

State Serial #4-12-5031

Description & Location: Inventory of Supplies & Equipment, etc.  
Jamesburg Schools.

Sponsor: Board of Education, Jamesburg, New Jersey.

Federal Funds: \$1,320.00

Sponsor's Contribution: 64.60 (Not including desks, chairs,  
light, heat, and janitor service  
etc.)

Number employed:	Male	1
	Female	2
	Total	3

Date started: January 14th, 1936.

Inventory of equipment, supplies, buildings, etc. Typing the information on index cards, tabulating and filing.

The inventory of all three schools is completed, at this time. The remaining time will be spent on typing, filing and tabulating of the information. The text books must be rechecked and placed back in the stock rooms when school closes on the 12th.

CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-5535

Work Project #4-314

State Serial #4-20-5078

Description & Location: Clerical help in the Schools of  
Clark Township, New Jersey.

Sponsor: Clark Township Board of Education

Federal Funds: \$1,300.00

Sponsor's Contribution: 100.00

Number employed: Female 2  
Total 2

Task involved in work and details: Secretarial duties which  
involve all school statistics.

Date started: February 26th, 1936.

Approximate amount of work accomplished - 40%

School records have been compiled and charts made monthly,  
supplies were checked and stored. All school correspondence taken  
care of and a great amount of typing, mimeographing and hectographing  
was accomplished. Assistance to school dentist given throughout the  
year.

CLERICAL ASSISTANCE - BOROUGH COUNCIL OF ROSELLE, NEW JERSEY

Official Project #65-22-5861

Work Project #4-316

State Serial #4-20-5070

Description & Location: Typing and clerical work in Borough  
Offices of Roselle, New Jersey.

Sponsor: Borough Council of Roselle, New Jersey.

Federal Funds: \$1,560.00

Sponsor's Contribution: 50.00

Number employed: Male 1

Total 1

Task involved in work and details: Tax lien work, typing and  
general clerical work.

Date started: February 1st, 1936.

Approximate amount of work accomplished - 15%. This work consists  
of bringing back records up to date in the various Township Offices.  
Some of these records date back 25 years and it is very important that  
these be put in order.



CLERICAL ASSISTANCE - BOARD OF EDUCATION, JAMESBURG, NEW JERSEY

Official Project #65-22-5885

Work Project #4-318

State Serial #4-12-5105

Description & Location: Clerical assistance for School Principals in bringing records up to date and compiling statistics of retarded pupils in High School, School #1 and School #2, Jamesburg, New Jersey.

Sponsor: Board of Education, Jamesburg, New Jersey

Federal Funds: \$1,485.00

Sponsor's Contribution: School Principals' supervision, typewriters, desks, chairs, files, and office supplies.

Number employed:	Male	1
	Female	2
	Total	3

Task of work involved:

1. Bringing records of pupils up to date.
2. Recording marks of pupils on their permanent record cards.
3. Checking attendance at end of each marking period, etc.
4. Checking up in the Registers.
5. Typing in general.

Date started: January 27th, 1936.

Approximate amount of work accomplished: (1) Pupils records have been brought up to date from 1907 up to 1936, but have not been completed as yet. These were transferred from record book to buff cards and placed on file. All pupils names, that have entered, left, and graduated from the Jamesburg High School, have been put on salmon cards and filed, but has not been completed up to 1936. (All this has been completed in the Jamesburg Grammar Schools 1 & 2.)

(2) The Permanent Record Card System was introduced in 1934 and is well up to date to the present time. This is completed in both Jamesburg Grammar and High Schools.

(3) Each pupil's attendance was recorded on attendance cards and put on file. This has been completed in both schools and is up to date.

(4) Registers have been checked as to the attendance, absence, enrolling and dropping of pupils. Number of pupils from each district has been recorded and checked.

(5) All the cards and work, named herein, have been typed. This particular branch of our work is continuous since there is considerable material to be typed.

RECATALOGING OF RECORDS - SAYREVILLE, N. J.

Official Project #65-22-5728

Work Project #2400-4-323

State Serial #4-12-5029

Description & Location: Recataloging of Government Records  
and Reindexing of Public School Records,  
Sayreville, N. J.

Sponsor: Board of Education, Sayreville, N. J.

Federal Funds: \$440.00

Sponsor's Contribution: Use of typewriter, stationery, office  
room and general supplies.

Number of Employed: Male - none  
Female - 1 Full time  
Female - 2 Part Time  
Total 3

These records included the completion of the School Census which was started by S.E.R.A. on August 31, 1931. Up to the time that project (2400-4-323) was started it was impossible for the office force to find time to complete the Census records from year to year. The clerks who were assigned to this project were able to obtain records of new births by searching the files at the Perth Amboy, South Amboy and New Brunswick hospitals and the files of the Recorder of Vital Statistics of Sayreville, N. J.. The work in the hospitals required a long time to complete but it was done most satisfactorily. At the present time the School Census is in a completed form and the information desired from time to time is easily obtained.

Each Census card requires a date of entry in the Sayreville Public Schools for each pupil enrolled, together with days present, days absent and reasons for absence for each year from 1933 to 1936 inclusive. This information was added to approximately 2,000 cards, the information being obtained in old, separate record books requiring tedious research work. This work has been most satisfactorily done, making the records complete and accessible.

Date Started: February 3, 1936

Approximate amount of work accomplished: 85%

Task involved in Work & Details:

This Project has progressed up to the present time with marked success and satisfaction. Many of the incomplete Government records have

RECATALOGING OF RECORDS - SAYREVILLE, N. J. (continued)

been brought up to date so that the information that is demanded by the office is quickly available.



RECATALOGUING RECORDS OF UNION COUNTY PARK COMMISSION

Official Project #65-23-5637

Works Project #4-321

State Serial #4-30-5021

Description & Location: Recataloguing Government records,  
Administration Building, Union County Park  
Commission, Elizabeth

Sponsor: The Union County Park Commission, Elizabeth, N. J.

Federal Funds: \$1,560.00

Sponsor's Contribution: Typewriters, chairs, desks, office  
space, stationary, etc.

Number Employed:	Male	1
	Female	1
	Total	2

Approximate amount of work accomplished: Brought up to date records of purchase orders of over a year ago by entering and indexing in proper form. Brought up to date special maintenance costs on automotive equipment. Compiled monthly detailed maintenance and construction reports which were about one year behind. All the above work involved typing to the extent of about one-half the entire time.

CLERICAL ASSISTANCE - BOARD OF EDUCATION, RAHWAY, NEW JERSEY

Official Project #65-22-5671

Work Project #4-330

State Serial #4-20-5002

Description & Location: Clerical Help in Schools, Rahway, N. J.

Sponsor: Board of Education, Rahway, New Jersey

Federal Funds: \$7,020.00

Sponsor's Contribution: Materials & Supplies

Number of Employed:	Male	2
	Female	7
	Total	9

Task involved in Work and Details: Recataloguing School Records.

Date Started: January 13, 1936.

Approximate amount of work accomplished:

1. Daily attendance records kept; registers showing daily attendance checked each month.
2. General filing of registration cards, record cards, withdrawal reports.
3. Preparation each month of teachers' reports.
4. Preparation each month of teachers' time sheets for payroll.
5. Records on scholarship and report cards.
6. Pupils' marks averaged for report cards.
7. Typing of tests for teachers as required.
8. Mimeograph and ditto work as required.
9. Switchboard operated by clerk.
10. Record of truant cases kept.
11. School records from 1897 through 1920 refiled alphabetically and stored in stock room.
12. Stock room clerk-  
Supplies received and stored; supplies issued; stock records maintained; periodical inventory of stock. Miscellaneous materials stored and classified. Discard text books stored.
13. Assisted heads of departments in compiling and scoring sheets of individual tests, the results to be used for monthly grading.
14. Data collected and assembled to make up graph sheets for distribution of grades by teacher, subject, and department; classification and summarization of reports, which have been completed for school years 1931-32, 1932-33, 1933-34, 1934-35, 1935-36.
15. Salvaged and reconditioned bookkeeping material for night school classes from material partly used and discarded, putting some in

CLERICAL ASSISTANCE - BOARD OF EDUCATION, RAHWAY, NEW JERSEY (continued)

shape and storing for future use.

16. Classified approximately 300 cards for index system of Roosevelt

School library:

- a. Accessioned about 300 new books
- b. Library books repaired.

CLERICAL ASSISTANCE - BOARD OF EDUCATION PLAINFIELD, N. J.

Official Project #65-22-5534

Work Project #4-354

State Serial #4-20-5018

Description & Location: Offices in Public School buildings  
and in office of the Board of Education,  
Plainfield, New Jersey

Sponsor: Board of Education, Plainfield, New Jersey

Federal Funds: \$7,020.00

Sponsor's Contribution: Desks, chairs, typewriters, stationery  
and office supplies

Number of Employed:	Male	3
	Female	4
	Total	7

Task involved in Work & Detail: Statistical work in bringing up to date records of various kinds, indexing and carding library books, and general assistance in offices, operating mimeograph machines, also typing and some stenographic work.

Date Started: February 1, 1936

Approximate amount of work accomplished: The work has been of a progressive nature which could not and would not have been done with regular employees. It is hard to define the amount of work that has been accomplished but it is true that a large volume of statistical work has been done and is now available in our offices.

It is desired that the project be continued as there is still much to be done.



CLERICAL ASSISTANCE - CRANFORD, NEW JERSEY

Official Project #65-22-5537

Work Project #4-358

State Serial #4-20-5094

Description & Location: Cranford Clerical Help-Town Hall

Sponsor: Township Committee

Federal Funds: \$1,288.75

Sponsor's Contribution: \$186.87

Number of Employees:	Male	3
	Female	2
	Total	5

Date Started: February 10, 1936

Task involved in Work & Detail: Compiling and typing all Ordinances adopted by the Township Committee, together with the Amendments thereto, since the incorporation of the Township in 1871. Revision by the Township Attorney and re-typing in permanent book form.

Copying and typing all documents filed in the County Clerk's Office at Elizabeth, N. J., dedicating land for street purposes in the Township since its incorporation in 1871. There are approximately 400 documents to be typed and later arranged in book form.

Copying and typing all documents filed in the County Clerk's Office at Elizabeth, covering easements and rights of way for private, lateral, sanitary and storm sewers within the Township from its incorporation in 1871 to date. There are approximately 250 documents involved, which will be compiled in book form.

Copying and typing all deeds of dedication of land for Public Parks in the Township from its incorporation in 1871 to date. Also copying and typing documents filed in the County Clerk's Office at Elizabeth, N. J. and the Township Clerk's Office at Cranford, relating to franchises for electric conduits, telephone conduits, gas mains and water mains in the streets of the Township. All to be codified and arranged in book form.

RECATALOGUING RECORDS - BOARD OF EDUCATION

Official Project #65-22-5670

Work Project #4-370

State Serial #4-20-5003

Description & Location: Recataloguing government records.  
2004 Morris Avenue, Union Twp. N. J.

Sponsor: Union Township Committee

Federal Funds \$9,048.00

Sponsor's Contribution: \$1,370.00

Number of Employees:	Male	3
	Female	8
	Total	11

Task involved in Work & Details-General Office Work

Date Started: February 10, 1936

Approximate amount of work accomplished: Installation of new tax arrears system.

Typing, assessment, lien, tax, and tax lien cards.

Typing work sheets for tax sale.

Interest on tax bills.

Making out tax bills.

Setting plates for typograph.

Operating mimeograph machine.

Sorting and filing tax receipts.

Typing searches.

Checking and zoning delinquent personal taxes.

Typing and general office work in building department.

Filing, checks, bonds, bank statements, relief checks and vouchers, dog licences and all miscellaneous licences.

INDEX FINGERPRINT CARDS

Official Project #65-22-5939

Work Project #4-374

State Serial #4-12-5167

Description & Location: Fingerprint Work,  
Middlesex County Workhouse  
New Brunswick, N. J.

Sponsors: Board of Freeholders, Middlesex County, New Brunswick,  
New Jersey.

Federal Funds: \$3,708.00

Sponsors Contribution: \$33.50 also typewriter, desks, chairs,  
fingerprinting equipment and files, Office  
supplies, etc., Warden's supervision,  
light, heat and janitor service.

Number of Employees:	Male	3
	Female	1
	Total	4

Work involves fingerprinting all subjects entering this institution, regardless of the number of times. Classifying fingerprints. Drawing up of Jackets, index cards and filing same. Filing fingerprint cards. Taking care of all communications in regards to the fingerprint records.

The project started January 27, 1936. The Supervisor worked alone from January 27, 1936 until February 17, 1936, when a stenographer was added to the personnel. On April 6, 1936 one Junior Clerk was added and on April 24, 1936 another Junior Clerk. On June 8, 1936 one Junior Clerk was transferred leaving at this date three people, 1 female and 2 males.

Work completed: 40% as of June 1st, 1936.

CLERICAL ASSISTANCE - POLICE HEADQUARTERS & BOARD OF EDUCATION

Official Project #65-22-6024

Work Project #4-383

State Serial #4-20-5055

Description & Location: Clerical Help to bring records up to date in Police Headquarters & Board of Education.

Sponsor: Mayor and Town Council

Federal Funds: \$5,460.00

Sponsor's Contribution: Typewriters, stationery, office equipment and Sponsor's Supervision.

Number of Employed:	Male	4
	Female	2
	Total	6

Task involved in Work: Approximately 1,200 attendance records, 1,400 tests and examination records, 1,350 text book inventory records and 240 records of notes sent to pupils homes in McKinley School, 4,000 arrest records, 3,000 records of summons, 1,600 records of fines collected, 800 records of fines turned over to Town Treasurer in Police Headquarters.

Date Started: February 3, 1936

It is impossible definitely to state the amount of work completed.



CLERICAL ASSISTANCE - ELIZABETH, NEW JERSEY

Official Project #65-22-6060

Work Project #4-384

State Serial #4-20-5057

Description & Location: Clerical Help in various offices of Elizabeth

Sponsor: Board of Public Works

Federal Funds \$12,942.00

Sponsor's Contribution: Stationery, typewriters, etc.

Number of Employees:	Male	1
	Female	14
	Total	15

Task involved in Work & Details - Bringing back records up to date.

Date Started: February 4, 1936

Approximate amount of work accomplished: 15%

The work accomplished in the following offices consists of:

1-City Clerk's Office-Typing old written birth, marriage and death records that are so badly worn and faded they are hardly legible. Each book is compiled of six years statistics. As there are a great number of items to be recorded under each group of births, marriages and deaths, this work takes much time, since items are compared after they are typed to correct any errors. After these records are typed and compared they are bound in book form and ready for use. Old City Council minutes are also indexed.

2-Overseer of the Poor-The work in this office has been confined to bringing hospital records to date and charging costs on cards allotted to individual persons. Changing over the non-support files and bringing them to date. Going over Doctors' records and medical costs.

3-Comptroller's Office-Proving War! Duplicates for the years 1932, 1933, and 1934. Filing coupons of bonds, both for City and Water Departments. Making

out Certificates of Sale for 1934 taxes. Filing bills for the City, Board of Education and Water Departments. Fixing interest and costs of Tax Warrants, for personal taxes for the year 1932.

- 4-Board of Works Office-Bringing back records up to date; typing payroll lists; checking reports on franchise tax; indexing yearly minutes; addressing monthly minute envelopes; checking lists of Peddler licenses issued and bringing records up to date monthly. Making copies of important data submitted at meetings of Board.
- 5-Police Headquarters -This work consists of checking back prisoners' records from 1930 which have been entered daily in a record book; also checking with the files in this office. Some of these records have been misused and are being retyped. The disposition of the criminal cases in this office is checked with photographic records and where duplicates were found, replaced same with new record cards.
- 6-Tax Assessor's Office -This department is now asserting and placing all deeds of the former twelve wards in the city into a filing system so that they may be easily located under the new system which involves thirteen wards. Re-checking deeds and maps from the year 1920 and filing tax appeals and public utility reports from the year 1930.

CLERICAL ASSISTANCE - MILLTOWN, N. J.

Official Project #65-22-6061

Work Project #4-385

State Serial #4-12-5144

Description & Location: Clerical Assistance in Office of the  
Borough Clerk.

Sponsor: Borough Committee of Milltown

Federal Funds: \$2,640.00

Sponsor's Contribution: Typewriter, desks, chairs, files,  
cards and office supplies.

Number Employed:	Male	2
	Female	1
	Total	3

Task involved in work and detail: The work involved consists of indexing, classifying, and cataloguing, Boro Records, including ordinances, deeds, insurance and vital statistics, inquiring into collection of delinquent taxes, real and personal, and compiling history of borough of Milltown.

Date Started: February 11, 1936

Approximate amount of work accomplished:

a. Compiling Borough History

A history of the Borough of Milltown has been compiled through interviewing, reading, and tracing back old newspaper and magazine articles. The history dates back to the year 1780 and shows a complete study of church life, industry, schools, fraternal organizations, social and recreational life, physicians who practiced in Milltown, mode of travel, organization of fire department, and stages of government during this period of time.

b. Indexing, classifying, cataloguing Boro Records, including ordinances, deeds, insurance, vital statistics, and maps.

Resolutions, ordinances, and deeds have been checked with the Borough books. Missing copies will be traced or typed over again. Ordinances have been indexed in booklet form. The ordinances checked total about 200. Resolutions total about 700 with cards being made out covering the years from 1902 to 1936 inclusive. Deeds concerning the Borough of Milltown have been checked at County Clerk's Office at New Brunswick and also with the Borough books. About 150 Borough maps have been indexed, stickers placed on each map and filed.

## TABULATING DATA ON STRAWBERRY BREEDING

Official Project #65-22-6609

Work Project #2739-4-388

State Serial #4-12-5093

### **Strawberry Breeding-**

To tabulate and type data and text to be used in publishing results of the Strawberry Breeding study made at the N. J. Agricultural Experiment Station, New Brunswick.

Professor Clark has been carrying on strawberry breeding work for a number of years and as a result of this a large amount of data has accumulated. Much of this would be of use to strawberry growers and to investigators working with small fruits. This project is necessary in order to tabulate and type data on this breeding work for publication.

N. J. Agricultural Experiment Station - Sponsor

Federal Funds - \$660.00

Sponsor's Contributions - Department Head Supervision, Typewriter, desk, chair, etc.

Number of employees - Female 1

The records of the strawberry breeding experiment from 1930 to 1935 inclusive have been checked and placed in order for filing as permanent records. Some data have been worked up into special tables and typed.

A bibliography of some 600 references relating to the breeding and improvement of small fruits has been prepared and the citations typed on permanent filing cards. These references cover experiment station bulletins, scientific journals and special publications.

The 1936 records of the strawberry breeding experiment are now in field note books ready for tabulation and typing. Material for one or more technical papers is available and will be prepared for publication as time permits. The typing, as well as a certain amount of checking and tabulating of data will be done by the W.P.A. worker on this project.

Date started: February 3, 1936



CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-5953

Work Project #2769-4-395

State Serial #4-12-5161

Description and Location: Clerical Help for the Board of  
Education, South Plainfield,  
New Jersey.

Sponsor: Board of Education, South Plainfield, N. J.

Federal Funds: \$380.00 Sponsor's Contribution: Chairs, type-  
writers, desks, files, office  
supplies, stationery, etc.

Number employed: Male 1

This project started January 31st, 1936 prior to which approximately 15,000 Interest Bearing Orders, having a face value of about \$140,000.00 were issued to the School Teachers of the Borough of South Plainfield, New Jersey, the record of which, owing to the lack of help, was in poor condition.

The following work has been done with regard to these Interest Bearing Orders:

- a. A permanent record compiled.
- b. Interest checked.
- c. Interest computed.
- d. A list of all Interest Bearing Orders not cashed, compiled.
- e. Total of all pay rolls checked against Interest Bearing Orders issued.

It was found that numerous Interest Bearing Orders had not been cashed at the Bank (although redeemable) amounting to \$3,500.00 and an effort has been made to trace these orders and up to the present time this item has been reduced to \$1,387.61, and work is still being carried on to trace this latter.

During the year 1934, Interest Bearing Orders amount to \$15,000.00 were used by the Teachers to pay taxes to the Borough of South Plainfield, which item in January 1936, was still open in the records of the Board of Education, and a considerable amount of work had to be done in order to check this item in order to balance with the Borough figures.

Since January 1936 the Board of Education has issued an additional 2,500 Interest Bearing Orders, constituting the following work:

- a. Interest Bearing Orders written up.
- b. Permanent record compiled.
- c. Interest computed.
- d. Holders notified when I. B. O. called in.
- e. Advertisements inserted in newspapers.

Of the above I. B. O. only a small proportion have been called in and at the present time Interest Bearing Orders to the value of \$26,000.00 are still outstanding, which from time to time will be called in.

The books of the Custodian of the Board of Education have been entered up, checked and balanced and financial statements prepared for the Board of Education each month and also financial statements prepared and forwarded to the State Authorities.

CLERICAL ASSISTANCE - BOARD OF EDUCATION

Official Project #65-22-6466

Work Project #4-475

State Serial #4-12-5186

Description & Location:- Old Bridge School Office, Old Bridge,  
New Jersey

Sponsor: East Brunswick Township Board of Education

Federal Funds: \$520.00

Sponsor's Contribution: Equipment & Office supplies as needed,  
est. \$50.00

Number employed:	Male	0
	Female	<u>1</u>
	Total	1

Task involved in work and details: Project involves complete revision of various records in School Office:

Records on following items are involved: Pupil scholastic records; pupils' tests; pupils' attendance; pupils' health records; records of supplies; books, and other school materials and equipment. Also records pertaining to teachers' service, training, salaries, etc. New set-ups on different forms are being made in some cases, on others revisions, and additions. Many old records are being recopied, and re-indexed.

Date Started: May 5, 1936

Approximate amount of work accomplished at present date:

About 30-35% completed. Estimates are difficult as quite a number of different items are being taken up at same time, according to convenience with reference to office routing, and for other reasons. None are completed as yet, and no start has been made on some.

CATALOGUING AND INDEXING RECORDS-ELIZABETH, NEW JERSEY

Official Project #65-22-6671

Work Project #4-520

State Serial #4-20-5145

Description & Location: Transcribe, catalogue and index records  
in various City Departments, City Hall,  
Elizabeth, New Jersey.

Sponsor: Elizabeth City Council

Federal Funds: \$19,734.00

Sponsor's Contribution: \$500.00

Number Employed:	Male	39
	Female	<u>6</u>
	Total	45

Task involved in work and details: Filing, checking and typing  
various records in city offices. This project started May 11th, 1936.

A group of 45 working in the various departments in City Hall is  
bringing the records and files up to date. The departments include  
Fire and Police Departments, Board of Public Works, Board of Health,  
City Recreation, Board of Education and Building Inspection Department.  
The heads of various departments in which the help is placed, are more  
than satisfied with their work.



CATALOGUING AND INDEXING TAX RECORDS

Official Project #65-22-6673

Work Project #4-12-521

State Serial #4-12-5194

Description & Location: To transcribe, catalogue, cross-index and file records in the public office of the City Tax Collector which have not been organized previously in this fashion. City Hall, New Brunswick, New Jersey.

Sponsor: City Commissioners, New Brunswick, New Jersey.

Federal Funds: \$11,178.00

Sponsor's Contribution: \$77.00 (not including supervision of Tax Collector, typewriters, desks, chairs, office supplies, light, janitor service, etc.)

Number of Employed:	Male	15
	Female	<u>1</u>
	Total	16

Task involved in Work: The task involved in this project consists of the cataloguing, cross-indexing and filing of old records in the Tax Collector's Office, of the City of New Brunswick. These records date back to 1875.

Date Started: June 4, 1936.

Approximate amount of work accomplished: Many of the above records were in very bad condition at the origin of this project. This necessitated cleaning and repairing the book records; also cleaning the loose records before any indexing or filing could be undertaken.

The first four weeks of the work in this project were necessary to complete this portion of the task.

The second portion of the project to date has been used in breaking up the loose records into divisions and subdivisions preparatory to indexing and filing as permanent records.

CLERICAL ASSISTANCE-BOARD OF EDUCATION

Official Project #65-22-2203

Work Project #3611-4-566

State Serial #4-12-5190

Description & Location: Clerical Work in Laurence Harbor School  
and Old Bridge School in Madison Town-  
ship, Middlesex County, N. J.

Sponsor: Madison Township Board of Education

Federal Funds: \$5,250.00

Sponsor's Contribution: All supplies such as typewriters,  
desks, chairs, stationery supplies, etc.

Number of employed:	Male	0
	Female	<u>12</u>
	Total	12

Task involved in Work: To transcribe, catalogue, cross-index  
and file attendance, scholarship, health,  
and back records in the Public Schools of  
Madison Township.

Date Started: May 7, 1936

Approximate amount of work accomplished: Preliminary set up  
is being prepared for the work to be accomplished with respect to back  
records, and inventory of the school supplies and property.

The text and other school books in nine Schools of Madison  
Township are being segregated, determined as to fitness for future use,  
and catalogued.

Records are being established and assembled for all pupils as  
to their attendance, scholarship, and health.

# INDEXING COUNTY TAX BOARD COMPLAINTS

Official Project #65-22-604

Work Project #3-59

State Serial #3-7-5005

Description & Location: Essex County Tax Board Complaints--  
Hall of Records, Newark, N. J.

Sponsor: Essex County Board of Taxation -

Federal Funds \$1,200.00 Sponsor's Contribution \$230.00

Number Employed:	Male	9
	Female	2
	Total	2

Preparation of bookkeeping connected with 1935 Essex County Tax Board complaints, which consist of sorting, numbering, entering, and indexing these complaints; i.e., filling in Judgement forms (some 13,000 in all).

One Junior Clerk and One Stenographer have been employed since November 14, 1935 and have completed some 8,500 Judgement forms which have been indexed, catalogued, and filed.

When complete, this project will prove of definite value to Essex County thru the increased efficiency with which Tax Board complaints can be reviewed in the minimum of time.

# TRANSCRIPTION OF OPEN TAX ITEMS

Official Project #65-22-1010

Work Project #3-67

State Serial #3-7-5002

Description & Location: Transcription of open Tax items  
Town Hall, Belleville, N. J.

Sponsor: Dept. of Revenue and Finance, J. Coogan, Deputy Director

Federal Funds \$2,075.00 Sponsor's Contribution \$350.00.

Number Employed:	Male	0
	Female	8
	Total	8

Transcribe and tabulate open tax items from back year books to visible condensed card index.

Starting November 15th, 1935, the personnel began transcribing and tabulating the records contained in twenty volumes of Tax records. Many of these records were so involved that a great amount of time was spent in searching through the books and coordinating the information into a concise record which was placed in a card index file. This delay had not been anticipated when the project was written and at the termination of the project on March 29th, 1936, 50% or ten volumes had been completed. A supplement was written and approved and it is anticipated work on the remaining ten volumes will get under way early in July.

When the work of this project is completed all of the information, heretofore contained in the 20 volumes, will be compiled in card form and will thereby facilitate the collection of taxes and enable the employees of the Tax Department to efficiently check whether or not tax payers have moved, died, etc.



INDEXING AND RECLASSIFYING CONTRACTS

Official Project #65-22-1034

Work Project #3-85

State Serial #3-7-5020

Description & Location: Indexing, reclassifying contracts, maps, bonds, and coupons. Hall of Records, Newark, N. J.

Sponsor: Essex County Board of Freeholders, Zenas G. Crane,  
County Treasurer

Federal Funds \$1,170.00 Sponsor's Contribution \$100.00

Number Employed:	Male	1
	Female	2
	Total	3

Index and reclassify contracts, maps, bonds and coupons in the County Treasurer's Department.

Operating from November 20th, 1935 to April 29th, 1936 the personnel, sorted, reclassified and created an index file of all contracts, maps, bonds, and coupons in the vaults of the County Treasurer, completing the job on schedule.

This work completed by W.P.A. made the information contained in the vaults more usable and increased the efficiency with which the employees of the County Treasurer's office might delve into old records and accounts.

CLINICAL ASSISTANT - ESSEX COUNTY PARK COMMISSION

Official Project #65-22-1011

Work Project #3-86

State Serial #3-7-5024

Description & Location: Analysis of Essex County Park Commission  
labor payrolls. 115 Clifton Ave., Newark, N. J.

Sponsor: Essex County Park Commission, J. H. Phillips, Chief  
Engineer

Federal Funds \$3,320.00 Sponsor's Contribution \$520.00

Number Employed:	Male	0
	Female	6
	Total	6

The compilation of a complete analysis of labor payrolls, inventory work in connection with materials purchase, record of labor and materials in the Horticultural Department; and tabulation of work done by the E.R.A. and W.P.A. forces for the Essex County Park Commission.

Two Junior file clerks, two typists and two Junior Stenographers have been employed by this Project since November 15th, 1935 and have completed approximately 50% of the work outlined in the original plan.

When completed, these records will be incorporated in the permanent files of the Essex County Park Commission, to enable it more accurately to estimate unit costs of different operations.

INDEXING OF LAND SEARCH

Official Project #65-22-3165

Work Project #3-90

State Serial #3-7-5083

Description & Location: Land Search and index from 1915 to 1935. Town Hall, Nutley, New Jersey.

Sponsor: Department of Public Works; Dudley R. Shepard, Superintendent of Public Works.

Federal Funds: \$10,980.00

Sponsor's Contribution: 302.16

Number employed:	Male:	12
	Female:	<u>1</u>
	Total:	13

Search and make up card index for 6,600 parcels of land, and search following books for data from 1915 to 1935: Tax Duplicate, Tax Sales, Assessment Lodgers, Tax Titles, and 90 Town Assessment maps and placing house numbers on 180 Town Assessment maps for Tax Collector's office.

The personnel, starting work on November 14th, 1935, had completed approximately one-sixth of the work when the Mayor of Nutley requested a termination of the project, on January 9th, 1936.

This project has been suspended.

CLERICAL WORK - HIGH SCHOOL - NEWARK

Official Project #65-22-1995

Work Project #825-3-92

State Serial #3-7-5055

Description & Location - Clerical work and records - Newark  
Public Schools.

Sponsor: Board of Education.

Federal Funds: \$66,216.00

Sponsor's Contribution: 6,000.00

Number employed:	Male	6
	Female	<u>79</u>
	Total	85

On November 15, 1935 this project was begun with personnel assigned to 70 schools throughout the City of Newark. Others were placed in the Administration Offices of the Board of Education. The work performed consists of filing, typing, mimeographing and bringing various types of records up-to-date.

The personnel on this project will be reduced to 25 over the summer, the result of the closing down of the schools. The work of the 25 will be carried on in the Administration Office of the Board of Education under direct supervision of a designated representative of the sponsor.

The full personnel will be reassigned in September.



CLERICAL ASSISTANCE - NEWARK, NEW JERSEY

Official Project #65-22-1778

Work Project #3-104

State Serial #3-7-5037

Description & Location: Bring up to date Office Records of  
Overseer of the Poor - Newark, New Jersey.

Sponsor: Department of Public Welfare.

Federal Funds: \$858.00

Sponsor's Contribution: 100.00

Number employed:	Female	4
	Total	4

November 25, 1935 was the starting date of the project that continued operations until March 27, 1936, when it was stopped due to lack of funds.

The work consisted of filing and re-indexing the old case history records and bringing up to date these records for the Office of the Overseer of the Poor.

A supplement for continuation of this project was approved on Presidential Letter #1593. Re-opening of the project is awaiting the release of funds, already requested.

The work of the Project, when re-opened, will consist of creating a new filing system as well as bringing up to date the old case histories of the Overseer of the Poor's office.

This project has been suspended.

TRANSFER OF TAX RECORDS - EAST ORANGE, NEW JERSEY

Official Project #65-22-1779

Work Project #3-105

State Serial #3-7-5077

Description & Location: Transferring tax title liens from  
Sales Certificates to visible index cards.  
East Orange.

Sponsor: Tax Office.

Federal Funds: \$1,560.00

Sponsor's Contribution: \$902.00

Number employed:	Female	2
	Total	2

The Office of the Collector of Taxes in East Orange has been very much handicapped by not having its records on visible index cards and an up-to-date record on visible cards of the tax arrears. This project started November 15th, and the work will be completed by June 30th.

CARDS AND RECORDS OF POLICE DEPARTMENT - IRVINGTON, NEW JERSEY

Official Project #65-22-4339

Work Project #3-296

State Serial #3-7-5132

Description & Location - Typing and filing of cards, coordinating past records of arrests - Irvington.

Sponsor: Department of Public Safety

Federal Funds: \$3,120.00

Sponsor's Contribution: 1,483.00

Number employed: Male 2  
Total 2

The WPA workers at the Irvington Police Headquarters are typing and filing cards of the past records of arrests, finger prints, casualties, for the purpose of establishing a permanent record system. The newest type of pictures have been arranged in a cabinet for the rogue's gallery. This project makes the records in the Bureau conform with the standard practices which are approved by the Department of Justice.

CLERICAL ASSISTANCE - NEWARK, NEW JERSEY

Official Project #65-22-4902

Work Project #3-297

State Serial #3-7-5086

Description & Location - Preparing and installing record file  
in Tax Vaults. Hall of Records, Newark, New  
Jersey.

Sponsor - Essex County Board of Taxation, William P.  
Macksey, Secretary.

Federal Funds: \$1,950.00

Sponsor's Contribution: 250.00

Number employed:	Female	3
	Total	3

Preparation and installation of a record file of material,  
including typing, sorting and filing records and data for future  
needs.

Three Junior Stenographers, working since December 2, 1935,  
have completed about 50% of the work. All records, which have been  
in a disordered mass, are put together and docketed.

When completed, the record file will lessen the confusion  
in referring to the Tax Records in the future.



RE-INDEXING RECORDS IN COUNTY CLERK'S OFFICE.

Official Project #65-22-5884

Work Project #3-350

State Serial #3-7-5017

Description & Location - Re-indexing Firm Names. Hall of  
Records, Newark, New Jersey

Sponsor: Essex County Board of Freeholders, Arthur Tench,  
Deputy County Clerk.

Federal Funds: \$7,800.00

Sponsor's Contribution: 2,000.00

Number employed:   Male    2  
                              Female 8  
                              Total 10

Re-index firm names, partnership, corporation names and clerk's  
dockets in Essex County Clerk's Office.

Two senior clerks and eight typists have completed 60% of the  
work of this project. Persons doing business under "trade names" are  
required by law to fill in the form supplied by the County Clerk's  
office. These have been kept for years in the vaults without indexing  
or systematic filing. All these records have been compiled, filed  
in order alphabetically, and according to date, with a loose-leaf index  
control so that they can be quickly and easily found.

This will enable members of the bar, searchers of titles and the  
general public to more quickly and accurately search the records when  
liens, titles, mortgages, etc. make it necessary to do so.

CLERICAL ASSISTANCE, CITY HOSPITAL - NEWARK, NEW JERSEY

Official Project #65-22-6236

Work Project #2803-3-357

State Serial #3-7-5054

Description & Location: Clerical Assistance in City Hospital-  
Newark, New Jersey.

Sponsor: Department of Public Works.

Federal Funds: \$4,140.00

Sponsor's Contribution: 260.00

Number employed:	Male:	1
	Female:	<u>4</u>
	Total:	5

The five people on this project are bringing up to date the records in the Claim Department; re-indexing admissions cards from 1925 to 1935; a new index file and filing case histories for the Medical Social Service Department.

This project is under the sponsorship of the Department of Public Works and is located in the City Hospital. Careful supervision is given the personnel by both the Director of the hospital and the Supervisor of the Medical Social Service Department. The work being done is purely clerical in nature and would have to be neglected if WPA had not created this project to bring into order and up-to-date the records of these three departments, namely Admissions, Claims and Social Service.

INDEXING RECORDS OF NEWARK SHADE TREE BUREAU

Official Project #65-22-6242

Work Project #3-361

State Serial #3-7-5172

Description & Location: Records of Shade Tree Bureau, Custodians Office, etc. City Hall, Newark, New Jersey.

Sponsor: Department of Parks and Public Property.

Federal Funds: \$11,400.00

Sponsor's Contribution: 3,369.60

Number Employed:	Male	10
	Female	<u>4</u>
	Total	14

Installation of modern filing system, cataloguing books, pamphlets, bringing records up to date in Director's Office, shade Tree Bureau, Custodian's Office, Department of Weights and Measures, and the Printing and Stationery Department.

The personnel of this project reported for work on February 13th, 1936. Training of the workers in the duties expected of them occupied their time until March 5th, 1936. On this date the project was discontinued at the request of the Sponsor.

INDEXING OF SCHOOL ATTENDANCE AND HEALTH RECORDS

Official Project #65-22-6123

Work Project #3-363

State Serial #3-7-5198

Description & Location: To bring up-to-date and re-file into a more complete filing system all records of the Orange Board of Education.

Sponsor: Board of Education.

Federal Funds: \$9,100.00

Sponsor's Contribution: 1,011.00

Number employed:	Female:	4
	Total:	4

The installing of a system of records in the Board of Education in Orange is the object of this project. The compiling and filing of records of attendance, intelligence and health which are so very important have not been kept up-to-date. The WPA workers are re-arranging and bringing this data up-to-date and it is hoped that the normal working force can continue the work when they get the system simplified. If it were not for this additional assistance it would be impossible to maintain these records and the school operations would thereby be handicapped.



CLERICAL ASSISTANCE, BELLEVILLE TAX OFFICE

Official Project #65-22-6610

Work Project #3-369

State Serial #3-7-5155

Description & Location: Clerical work in Belleville Tax Office, Town Hall, Belleville, New Jersey.

Sponsor: Department of Revenue and Finance - Thomas W. Fleming, Deputy Tax Collector.

Federal Funds: \$1,560.00

Sponsor's Contribution: 368.00

Number employed:	Male	6
	Female	<u>2</u>
	Total:	8

Rearrange and bring up to date records in the Department of Revenue and Finance. This includes rewriting of all sheets in the consumer's account books in the Water Department showing meter numbers, page and block, lot and miscellaneous other data. Place street numbers in book of maps (100) pages for use of water Department.

Rearrange present tax records, consisting of 40 books into more concise form as to sales for taxes to persons living out of town.

Index name and address of all business places and also purpose for which used. Actual work started February 17th, 1936 and continued to the expiration date of the project, June 10th, 1936. During this time a mass of detail work, not anticipated when the project was written, developed and in order to obtain accurate results called for by the project, had to be completed. This slowed up the progress and at the termination date approximately 50% of the project work was complete. A supplement has been written and awaits approval of the coordinating committee.

The complete project will bring tax records up to date and enable tax collectors and tax assessors to have all information at hand when needed and curtail considerable expense in the operation of the Tax Department in the future.

CATALOGING AND FILING LIBRARY BOOKS

Official Project #65-22-6313

Work Project #3-393

State Serial #3-7-5210

Description & Location: Collecting, cataloging and filing  
library books in South Orange and Maplewood.

Sponsor: Board of Education, South Orange and Maplewood.

Federal Funds: \$5,720.00

Sponsor's Contribution: 50.00

Number employed:	Female	1
	Total	1

The collecting, cataloging and filing books in the Tuscan School Library in Maplewood started operating in April. This work has been a tremendous benefit to the children and will add greatly to the educational program.

The librarian has helped in developing the pupils' taste for reading, in selecting the most beneficial books for their school work and in answering questions pertaining to the various subjects.

The Board of Education realizes the great advantages for the school and desires similar assistance in their other Schools.

INDEXING POLICE RECORDS - NEWARK, NEW JERSEY

Official Project #65-22-6522

Work Project #3-435

State Serial #3-7-5191

Description & Location: Records in Newark Police Department,  
Police Headquarters, City Hall, Newark, New Jersey.

Sponsor: Department of Public Affairs, Sam. B. Finkel-  
stein, Administration Clerk.

Federal Funds: \$16,860.00

Sponsor's Contribution: 4,225.00

Number employed:	Male	8
	Female	<u>5</u>
	Total	13

Copying, classifying, indexing and refiling records in Bureau of Records of the Police Department of the City of Newark, to bring record files up to date.

The clerks, typists, and stenographers, working since February 21st, 1936 have completed about 20% of the work of changing and revising Criminal records and folders systems, revising Criminal name index file and re-typing all cards, checking and revising arrest card file and obtaining final dispositions of cases at Court House.

This project will revise Police Department records to conform to the United States Department of Justice recommendations.

INDEXING AND COMPILING ENGINEERING RECORDS

Official Project #65-22-1044

Work Project #776-2-66

State Serial #2-9-5014

Description & Location: Jersey City - Indexing and Compiling  
County Engineering Records - Engineer-  
ing Dept., City Hall.

Sponsor: Hudson Co. Engineering Department

Federal Funds: \$3360.00 Sponsor's Contribution \$230.00

Number Employed:	Male	1
	Female	<u>5</u>
	Total	<u>6</u>

Project #2-66 maintains its headquarters in the Court House, Jersey City, New Jersey. It was started on January 4, 1936, and it has been undertaking the indexing, rearranging, and compiling of the County Engineering and Road Department contract and maintenance files.

Its personnel, all of whom have been taken from the relief rolls, is classified as follows: four (4) intermediates (females), one (1) intermediate (male), and one (1) skilled (female).

A project of this type was greatly needed in that the files of the County Engineering and Road Department were in great disorder. This was due to the fact that the tremendous amount of work undertaken by this department did not permit its employees sufficient time to devote their energies to that particular phase of the work. Now, however, with the aid of the Works Progress Administration, all the records are being carefully indexed and rearranged and a permanent filing system is being established so that hereafter this work can be handled with the utmost facility by the departmental employees.

Approximately twenty five percent of the project's work has been completed to date.



CODIFYING ORDINANCES AND RESOLUTIONS - HARRISON, NEW JERSEY

Official Project #65-22-1540

Work Project #1331-2-141

State Serial #2-9-5051

Description & Location: Harrison - Codifying Ordinances &  
Resolutions of Municipal Government

Sponsor: Mayor and Common Council, Harrison, N. J.

Federal Funds: \$1734.00 Sponsor's Contribution: \$1340.00

Number Employed: Male 4

Project #2-141 is located in the Town Hall, Harrison, New Jersey, and was started on January 13, 1936, with two employees. On January 17, 1936, two more employees were added. The project operated until July 8, 1936, with this total of four. At the present time there are three employees who are classified as follows: lawyer, law clerk, and clerk.

The purpose of this undertaking is to codify all ordinances, resolutions, and documents, in general, which relate to the township's municipal history. The work necessitates careful study and research for there is a mass of material which must be categorized in order to complete the task. In achieving this end, the Township will be rendered an invaluable service because of the accuracy and easy accessibility of these records.

At the present time, approximately one-half of the work contemplated has been completed.

INDEXING AND FILING RECORDS - NORTH BERGEN, NEW JERSEY

Official Project #65-22-4904

Work Project #2034-2-185

State Serial #2-9-5055

Description & Location: North Bergen - Indexing and Filing records, Town Clerk's Office, Building Department, and Engineering Department.

Sponsor: Department of Public Works

Federal Funds: \$6,132.00      Sponsor's Contribution: \$50.00

Number Employed:	Male	0
	Female	<u>13</u>
	Total	13

This project was put into operation on January 22, 1936, in conjunction with the Department of Public Works. The equipment for the working of the project is set up in the Tax Collector's Office, Town Clerk's Office, and Tax Assessor's Office. In these offices, under the Works Progress Administration, thirteen women are employed as typists, clerks, and stenographers. They are engaged in indexing the Township Clerk's minutes, resolutions, ordinances, etc. For the Engineering and Building Departments, the employees are setting up modern files and indexing records which have to do with building and plumbing inspectors' permits. The indexing of dog license and marriage license records is also part of the work carried on by this project.

The records from 1916 to 1930 are all written in long hand, making it difficult for general reference, and it is the purpose of this project to modernize these records, having them typewritten, indexed, systematized, and filed for ready and easy access.

To date, the records cover the period from 1916 to 1921. It is the purpose of this project to complete the files up to the year 1930, which will modernize the entire records of the Township.

TRANSCRIPTION AND PREPARATION OF HISTORICAL RECORDS

Official Project #65-22-5544

Work Project #2333-2-192

State Serial #2-9-5040

Description & Location: Guttenberg - Transcription of Town  
Records, Preparation of Historical  
Records.

Sponsor: Town of Guttenberg, Hudson County

Federal Funds: \$1040.00 Sponsor's Contribution: \$10.00

Number Employed:	Male	1
	Female	<u>1</u>
	Total	<u>2</u>

This project was started on January 13, 1936, for the purpose of transcribing and preparing indices of the Township records in the various departments; also, to trace the history of the town since the time of its incorporation to the present date, covering each administration.

The personnel consists of two Investigation Clerks who are engaged in compiling these records.

In the Police Department, the files and indices have been completed and brought up to date from 1931 to the present time. These consist of bulletins received from the Department of Justice, Washington, D. C., pertaining to wanted persons and cancellations.

In the Tax Collector's Office, a complete index is being set up. A record of this type has never been prepared. The plan is to make a form, allowing an entire page for each tax payer, and then posting these amounts on individual cards. This work will be done in conjunction with the Town Auditor.

The clerks are also engaged in compiling and making an index file of all maps and tracings used in the Township.

Work is also being done in the Health Department where all the ordinances are being compiled and filed.



## REVISING AND INDEXING HOSPITAL RECORDS

Official Project #65-22-5940

Work Project #2626-2-204

State Serial #2-9-5020

Description & Location: Jersey City - Revising and indexing  
Hospital Records, etc.

Sponsor: Department of Parks & Public Property

Federal Funds: \$52,692.00 Sponsor's Contribution: \$ None

Number Employed:	Male	37
	Female	27
	Total	<u>64</u>

Project #2-204, which is located in the Medical Center, Jersey City, was started on January 16, 1936, for the purpose of revising and indexing hospital records, particularly histories of patients and X-ray histories. These records are kept in the Old Medical Center, the New Medical Center, the Staff House, the Isolation Hospital, and the Psychopathic Hospital.

The following record will show the progress made in the various departments:

### CHART AND RECORD ROOM:

The work in this department consists of checking, and revising patient's record cards, transferring patient's history from chart to record card, clearing charts of Electro-cardiographic films, correcting chart numbers, refilling charts and keeping current filing up-to-date; also replacing temporary clips with brass eyelets. Patient cards for the years 1924 to 1928 (approximately 60,000 cards) have been typed and arranged properly in files. Cards for the years 1929 to 1933 (approximately 85,000) with the exception of four (4) trays (about 14,000 cards), have been corrected, typed and arranged properly in files. Over 18,000 charts have been reviewed and furnished with new type brass eyelets, in addition to all charts received in this department since this project started on January 16, 1936. In keeping with recent instructions, work was started cross-filing patient record cards from 1934 back to 1924. This is done in three operations, namely; classifying the history of the patient under the headings of "Attend-Physician", "Diagnosis" and "Operation." This work progresses slowly due to the amount of detail attached to it. However, the progress made has met with commendation from the hospital authorities. The year 1935 has been arranged as above, and completed. Assistance is also being



rendered in keeping the current work of the department up-to-date.

DRUG ROOM

One clerk has been assigned to keep the prescription file in order and also assist in the preparation of supplies. Another clerk has been assigned to assist the pharmacist.

RECEIVING AND STOCK ROOM

This work consists of revising, checking and indexing receiving and stock records. An inventory was prepared and completed by June 15, 1936. A permanent inventory is being kept up-to-date. Assistance is also being given in placing and dispersing stock.

LABORATORY

The work in this department consists of checking, reviewing and compiling a list of Cancer cases from 1932 to date, showing a history of the patient's progress in response to treatment. One clerk has been assigned to this department and to date he has reviewed approximately 800 charts. The physician in charge is very well pleased with the progress made in this department. A technician has also been assigned to this department who assists in Urinal Analysis, and posting of same in record books; also assists in other technical work.

AUDITING DEPARTMENT

The revising, re-writing, checking and cross-indexing of Compensation and Liability records is carried on in this department. A list of Pulmonary T.B. cases from the years 1933 to 1935 inclusive, (approximately 60,000 cards), showing the date of admission and discharge, and amount due the hospital, has been completed; also, a list of Toxin and Anti-toxin treatments from 1930 to 1935 inclusive, (a review of approximately 100,000 cards). Besides this work, assistance is also rendered in keeping the regular work of the department up-to-date.

PUBLIC HEALTH DEPARTMENT

The work in this department consists of revising, re-writing and cross-indexing of records in about twenty clinics, the general clinic, the Admitting Room and the Emergency Room. Clerks have been placed at all admitting desks and their duties are to take a history record of each new patient and revisit patient treated in the clinics or admitted to the hospital. Approximately 600 patients are received in the clinics daily. The fact that the work in this department has been kept up-to-date bespeaks the splendid work being done.

LAUNDRY

Since the inventory in this department was completed the clerks assist in keeping up the records of the permanent inventory and arranging and dispersing of stock.

ELECTRO-CARDIOGRAPHIC DEPT.

In this department a new and complete filing system has been set up. Approximately 3500 cardiographic films were removed from the general files. These have been indexed, entered in record books, and cross-filed as to Attending Physician and Diagnosis. Records for the 390 patients who have been received in this department since January 1936 have also been arranged as above. The clerk assigned to this department is assisting in keeping the current work up-to-date. She has also learned to operate the electro-cardiograph machine and assists the physician in charge.

TRAINING SCHOOL OFFICE DEPT.

This office consists of two departments, namely; the Supervisor's Department and the School Office. A clerk assigned to the Supervisor's office takes care of the filing of stencils and records consisting of Nurses' Lectures and Students' examinations. This clerk has learned to operate the mimeograph machine and to cut the stencils. She also assists the secretary to the Supervisor in her daily duties. In the Training School office, there are two clerks who file records of Graduate and Student nurses. They also do all the typing of records, summary sheets, etc. One of the clerks is a stenographer and assists the secretary to the Director of Nurses in the daily routine of the Training School Office.

The records in the various departments were in great disorder due to lack of personnel, and the financial condition of the City is such that the project could not have been undertaken were it not for the aid furnished by the Works Progress Administration.

MAPS FOR MOSQUITO COMMISSION TO SHOW TOPOGRAPHY  
OF SALT MARSHES

Official Project #65-22-5173

Work Project #2685-2-207

State Serial #2-9-5001

Description & Location: Hudson County - Maps showing topography of approximately 9,000 acres of salt marsh in County.

Sponsor: Hudson County Mosquito Commission

Federal Funds: \$25,484.80      Sponsor's Contribution: \$4,050.00

Number Employed:	Male	29
	Female	0
	Total	<u>29</u>

Project #2-207, with offices located at No. 35 Oxford Avenue, Jersey City, N. J. was started on February 24, 1936.

The purpose of this undertaking is to provide necessary working maps showing accurately the topography of approximately 9,000 acres of salt marsh in the County required for the laying out of new drainage systems and the maintenance and possible corrections of systems previously installed. The marsh land included in this project comprises an area terminated by Bayonne on south, and Greenville yards of Penn. R.R. on north, Old Morris Canal on west, and Upper New York Bay on east. In addition to the usual features, this embraces the location of ditches, creeks, culverts, drain pipes, dikes and tide gates. The maps now on hand are copies of very old maps which have been shown in the field work of the Commission to be inaccurate. This work is on public property in the County of Hudson.

Field work started on this project on June 8, 1936. From that date to July 6th, the contour survey of approximately 960,000 sq. ft. of area of land was made. The location of two possible courses of approximately 2,200 feet each for the draining of ditch from old Morris Canal to Upper New York Bay was established. The course of lines staked out, with elevation recorded every 100 feet on two drawings entitled "Profile of Draining Ditch for Morris Canal". (Profile "A" and Profile "B").

During the period of July 6th to July 30th, inclusive, the area of land approximately 9,945,000 sq. feet was surveyed. Said area extending east from Belleville Turnpike and 3800 lineal feet on Belleville Turnpike to the line of Public Service high tension wires running South-North 600 feet along Greenwood Lake Branch of Erie R.R.



and 5510 feet to its North extremity Saw Mill Creek, and along the Saw Mill Creek in a irregular course back to Belleville Turnpike east to west. Six ditches total length 15,505 were located and plotted on drawing "Section One" of Kearny Meadows, Plate number one, scale 250 feet to the inch. It is estimated that up to the present time 20% of the allotted work has been completed.



COMPILING RECORDS AND FILING - UNION CITY, NEW JERSEY

Official Project #65-22-6010

Work Project #2765-2-214

State Serial #2-9-5017

Description & Location: Union City - Compiling Back Records and  
Filing System in Finance Department.

Sponsor: Department of Revenue and Finance, Union City

Federal Funds: \$20,916.00      Sponsor's Contribution: \$400.00

Number Employed:	Male	17
	Female	10
	Total	<u>27</u>

This project was started on February 13, 1936, in the Town Hall, Union City, New Jersey. It consisted, at its inception, of twenty-five (25) men and women.

June 1, 1936, the number of workers had been reduced to sixteen (16):

- Six (6) Junior Clerks (males)
- One (1) Junior Order Clerk (male)
- Two (2) Junior Bookkeeper (males)
- Five (5) Typists (females)
- One (1) Stenographer (female)
- One (1) Supervisor (male)

The project is under the sponsorship of the Department of Revenue and Finance, Union City, New Jersey. Its purpose is to establish a permanent and legible record of all important documents relating to the operation of the Former towns of West Hoboken and Union Hill, - now, Union City, New Jersey.

These records date back as far as the year 1862, and the function of the project is to assemble and audit these papers. They are all stored in vaults, located in the basement of the City Hall, Union City, New Jersey, and are indexed for ready accessibility. Valuable service is being rendered in an all-important unit of the Department of Public Safety, the Prisoners' Records Division, as well as the Department of Vital Statistics.

This has been a gargantuan task, but it will form, when completed, a lasting record and should prove invaluable in the years to come.

COMPILING RECORDS AND FILING - UNION CITY, NEW JERSEY - continued

To date, approximately fifty percent of this work has been completed.

COMPILING FINGER PRINT AND PISTOL PERMIT RECORDS  
WEEHAWKEN, NEW JERSEY

Official Project #65-22-5955

Work Project #2777-2-216

State Serial #2-9-5005

Description & Location: Weehawken - Compiling and Bringing up-to-date Records and setting up complete filing system for Finger Prints and Pistol Permits in Police Dept.-Municipal Building.

Sponsor: Board of Town Council

Federal Funds: \$3,656.00      Sponsor's Contribution: \$868.00

Number Employed: Male	3
Female	<u>3</u>
Total	<u>6</u>

Project #2-216, which is located in the Weehawken Town Hall, Weehawken, New Jersey, commenced on May 2, 1936. It has a personnel of six - three men and three women. They are classified as follows: one statistician, two bookkeepers, two typists, and one filing clerk.

The purpose of this undertaking is to compile and bring up-to-date all the records in the Weehawken Police Department. Furthermore, a complete filing system is being set up for finger prints and pistol permits. When the task is completed, it will serve as a permanent, legible record of police procedure. Moreover, it will facilitate crime detection and thereby promote its prevention.

Approximately twenty-five percent of the work has been completed to date.

## REVISING RECORDS AND FILING SYSTEM

Official Project #65-22-6334

Work Project #3110-2-252

State Serial #2-9-5015

Description & Location: Jersey City-Revising Filing Systems  
and Old Records in Various Departments and Bureaus.

Sponsor: Jersey City

Federal Funds \$76,128.00 Sponsor's Contribution \$ None

Number Employed:	Male	21
	Female	70
	Total	91

Project #2-252 maintains its headquarters in the City Hall,  
Jersey City, New Jersey.

The project was instituted on February 25, 1936, for the purpose  
of revising the municipal filing systems and the old records in the  
various departments and bureaus. The project employs ninety-one (91)  
people who are classified as follows:

- 14 Senior Filing Clerks (males)
- 48 Senior Filing Clerks (females)
- 3 Typists (males)
- 14 Typists (females)
- 6 Junior Stenographers (females)
- 1 Senior Clerk (male)
- 1 Senior Clerk (female)
- 2 Supervisors (males)
- 1 Supervisor (female)
- 1 Timekeeper (male)

This personnel (supra) is distributed as follows: Tax Collec-  
tor's Office, nine (9); Supervisor of Accounts' Office, five (5); De-  
partment of Parks or Board of Adjustments Office, three (3); Board of  
Health Office, two (2); Repairs Bureau Office, four (4); Medical Centre,  
storeroom, one (1); Shade Tree Bureau, five (5); Rent Bureau, six (6);  
Matron's Bureau, one (1); City Clerk's Office, five (5); all of these  
offices are located within the Jersey City Hall. In addition, there are  
seven (7) project employees in the Search Department which is located  
in the Jersey City Court House; two (2) in Public School, Number Twenty-  
two, and thirty-seven (37) in the various relief stations throughout the  
City of Jersey City.

The records of the above offices, due to constant usage, have  
been badly worn. The object of this undertaking, therefore, is to trans-



REVISING RECORDS AND FILING SYSTEM (continued)

cribe the records and establish a comprehensive index that will be legible and permanent.

It is estimated that approximately thirty-five percent (35%) of the work undertaken in the various offices has been completed.

REVISING ASSESSMENT MAPS AND FILES - HOBOKEN, NEW JERSEY

Official Project #65-22-6327

Work Project #3116-2-255

State Serial #2-9-5163

Description and Location: Hoboken - Revising Fifty-eight (58) Assessment Maps and Eight Hundred (800) Assessment Files.

Sponsor: Board of Commissioners

Federal Funds: \$5425.00 Sponsor's Contribution \$1330.00

Number Employed:	Male	5
	Female	4
	Total	9

Project #2-255 is located in City Hall, Hoboken, New Jersey. It started on March 3, 1936.

The work consists, first, of obtaining the names of all owners of property, through a Housing Survey, maintained by three men. The names are then filed, tabulated, and sent to the Jersey City Court House, together with complete descriptions of each parcel - county block and lot numbers and also the dates of purchase. These descriptions, or deeds, are then sent to Hoboken, where they are carefully checked with all assessments and grants. After this is completed, the descriptions are then typed. Thereafter, they are re-checked by the file clerks and draftsmen, with the original assessment maps. The deeds are then filed in accordance with the county block, city block, and lot numbers. Later these deeds are to be revised as the assessors may see fit, in order that they may tally closely with their records.

This work is extremely necessary in that it has not been done for the past five years. When completed, however, all these records will be up to date. About forty percent (40%) of the work has been finished thus far.

The personnel is as follows: 2 Junior File Clerks, 1 Typist, 2 Senior File Clerks, 2 Draftsmen, and 1 Tracer.

## CATALOGING AND INDEXING RECORDS

Official Project #65-22-6674

Work Project #3442-2-281

State Serial #3-9-5185

Description & Location: Hoboken-To transcribe, catalogue, cross index, and file records in the public office of Department of Revenue and Finance.

Sponsor: Board of Commissioners, Hoboken.

Federal Funds \$10,648.00 Sponsors Contribution \$1,240.00

Number Employed: Male 25  
Female None

Project #2-281, which is located in City Hall, Hoboken, New Jersey, commenced its operations on May 21, 1936, with nineteen employees. They are classified as follows: one office boy, five record clerks, five typists, five junior statistical clerks, two assistant bookkeepers, and one chief clerk.

It is the undertaking of this project to classify and index all the records of the Department of Revenue and Finance. Moreover, all coupons are being assorted and classified and a card index system being made of all City property. The City has never had a complete index and could not now were it not for the Works Progress Administration.

All the employees are industrious and painstaking. As a result, the entire unit is functioning smoothly and the work is progressing rapidly. Approximately thirty percent of the task has already been completed.

An inestimable gain will result from this work in that it will enable the various departments of municipal government, particularly the Department of Revenue and Finance, to operate hereafter with greater speed and efficiency.

## SURVEY AND INDEXING OF MORTGAGE RECORDS

Official Project #65-22-2321

Work Project #3704-2-326

State Serial #2-9-5043

Description & Location: Jersey City-Survey of County Mortgages, Retranscribing from Worn Books, and Retracing Map. Bringing Indexes and Files Up to Date - Offices of Sheriff, County Registrar, and Other County Offices.

Sponsor: Board of Freeholders, Hudson County

Federal Funds \$69,060.00 Sponsor's Contribution \$840.00

Number Employed: Male	38
Female	<u>35</u>
Total	73

Project #2-326, which maintains its headquarters in the Court House, Jersey City, New Jersey, began its operations on June 2, 1936. The work being done is the retranscribing and cross-indexing of public records in the various offices located in the Court House. Also, the tax maps are being retraced. These functions of the project are particularly necessary in that the present maps and records are by no means up to date. Moreover, due to age and constant use, they are badly worn and almost illegible.

There are seventy-three employees, including the project supervisor. They are working in the following offices in the Court House: Board of Health, County Clerk's Office, Court House Custodian's Office, County Engineer's Office, County Freeholders' Office, County Registrar's Office, County Supervisor's Office, County Surrogate's Office, County Treasurer's Office, Juvenile Court Office, Naturalization Bureau, Project Supervisor's Office, Purchasing Department, Smoke Abatement Office and the Veterans' Bureau.

The personnel is classified as follows:

<u>RELIEF</u>	<u>NON-RELIEF</u>
24 Intermediates (males)	1 Intermediate (male)
24 Intermediates (females)	1 Intermediate (female)
5 Skilled (males)	3 Skilled (males)
9 Skilled (females)	1 Skilled (female)
	4 Professionals (males)
	1 Supervisor (male)

This task, when completed, will be of lasting benefit to the City of Jersey City because the various municipal agencies will then have at their disposal a set of legible, permanent records which will tend to



SURVEY AND INDEXING OF MORTGAGE RECORDS (continued)

promote even greater efficiency.

Due to the fact that the project was instituted so recently, it is still in an embryonic stage of development. However, sufficient time has elapsed for each employee to inure himself to the task outlined for him, and now that each unit has begun to function as an entity, progress should be rapid.

It has been estimated that possibly ten percent (10%) of the work contemplated has been completed to date.

# FILING SYSTEM OF COUNTY RECORDS--PATERSON

Official Project #65-22-1713

Work Project #1-112

State Serial #1-16-5131

Description & Location--Installing a permanent filing system of county bonds and coupon records together with a permanent index of county's bank statements, payroll, cancelled checks, etc.  
County Treasurer's Office, Court House, Paterson, N. J.

Sponsor--Board of Chosen Freeholders, Passaic County

Federal Funds	(original)	\$1035.00
	(Suppl.#1)	<u>\$1035.00</u>
		\$2070.00

Sponsor's Contribution	\$115.00
(Suppl.)	\$115.00

Number Employed:	Male	4
	Female	<u>1</u>
	Total	5

Operation began on this service project on November 4, 1935 with one (1) Senior Clerk and three (3) File Clerks. The work on this project consists of filing and indexing county payroll checks, bank statements, etc. Due to the unknown number of checks and records in the Treasurer's Office, the work was only 50% complete on January 30, 1936 when the original funds were exhausted. A supplementary project was written and approved but not put into operation because of lack of personnel due to cancelling of original assignments. The original workers on this job were transferred to other projects.

DEPARTMENT OF PUBLIC WELFARE - LYNTHURST

Official Project #65-22-3152

Work Project #1-120

State Serial #1-2-5113

Description - Clerk to assist in the office of the Department of Public Welfare. This will include preparing and maintaining files, records and regular routine work connected with the Department.

Location - Town Hall, Valley Brook Avenue, Lyndhurst

Sponsor - Township of Lyndhurst.

Federal Funds . . . \$660.00

Sponsor's Contribution . . . 60.00

Number employed:            Female 1  
                                 Total 1

Project 1-120 began operations on November 1, 1935. The WPA worker employed devotes her time to all clerical duties which come under the scope of the Department of Public Welfare in the Township. This work is of a routine nature, consisting of typing, filing, stenography and recording and maintaining all records for the Department, and as such it cannot be measured in definite units of accomplishment.

CLERICAL ASSISTANCE - CRESSKILL, NEW JERSEY

Official Project #65-22-3173

Work Project #1-122

State Serial #1-2-5168

Description - Provide clerical assistance in the office of the supervising principal of Cresskill, to help prepare and review records, maintain files, and aid in routine work.

Location - Union School, Cresskill, New Jersey.

Sponsor - Board of Education, Cresskill

Federal Funds: \$660.00

Sponsor's contribution: 60.00

Number employed:	Female	1
	Total	1

Project 1-122 began operations on November 1, 1935. The woman employed aids in the Supervising Principal's office in keeping records of school children in filing, typing and general office work. The work performed is so diversified that it cannot be measured in units of definite accomplishment.



CLERICAL ASSISTANCE - HOBOKUS, NEW JERSEY

Official Project #65-22-1705

Work Project #1-123

State Serial #1-2-5108

Description & Location - Clerk to assist in preparing and maintaining files, records and regular routine work in the office of the Supervising Principal at School #2, Ramapo Avenue, Hobokus Township.

Sponsor - Board of Education, Hobokus Township.

Federal Funds: \$660.00

Sponsor's Contribution: 60.00

Number employed: Female 1

Total 1

This project began operations on November 1, 1935. The work performed by the employee is routine clerical work pertaining to general school records and files and is carried out under the direction of the Supervising Principal. Work of this nature cannot be measured in units of accomplishment because actual duties do not involve completion of definite operations of work.

CLERICAL ASSISTANCE - ENGLEWOOD, NEW JERSEY

Official Project #65-22-1712

Work Project #1-128

State Serial #1-2-5175

Description and Location: Copying property transfer records by typewriter on to standardized forms, mostly records of the office prior to 1930. Indexing and filing by block and lot number, County Clerk notices of property transfers prior to 1929. Work being done in the City Engineer's Office, Municipal Building, Englewood, New Jersey.

Sponsor - City of Englewood, New Jersey.

Federal Funds: \$2,820.00

Sponsor's Contribution: 194.00

Number employed: Male: 1  
Female: 3  
Total: 4

The City Engineer is called upon frequently to trace property ownership and maintains a file of property transfers. Prior to 1930, copies of such transfers were made on various kinds and sizes of paper. These are being copied on standard size sheets of good grade paper marked for ready reference of essential data.

The transcripts of deed transfers sent out by the County Clerk have never been indexed and filed prior to 1929. There is a frequent reference to these which are now only bundled together by years. These deed transfers are now being filed and indexed according to the system set up by the City Engineer.

CODIFICATION OF CITY ORDINANCES, PASSAIC, NEW JERSEY

Official Project #65-22-1548

Work Project #1-198

State Serial #1-16-5104

Description and Location - To codify all City Ordinances and install a system of filing City records. Work done at the City Hall, Passaic, New Jersey.

Sponsor - Board of Commissioners, Passaic, New Jersey

Federal Funds	Original	\$18,996.00
	Suppl.	<u>10,278.00</u>
		\$29,274.00

Sponsor's contribution	584.00
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Number employed:	Male	14
	Female	<u>9</u>
	Total	23

All City Ordinances passed between July 1, 1895 and November 12, 1935 have been copied and analyzed. At the outset of the work there was prepared a working card index in order to make available all ordinances during the course of the work.

The various ordinances have been divided into four general groupings or sub-division, namely, (1) Appropriations, (2) Bonds, (3) General and (4) Streets.

Under the heading of "APPROPRIATIONS", there has been completed a combined outline and index of all appropriation ordinances.

Under the heading "BONDS", there has been prepared a rough draft of a combined outline and index of all bond ordinances.

Under the heading "GENERAL ORDINANCES", there has been completed an outline of all general ordinances.

This outline also provides for the order in which the general ordinances may be published by the City, if it so desires. When completed this third group will include a detailed alphabetical index for reference purposes.

Under the heading "STREETS", all the ordinances pertaining to streets have been codified in a combined outline and index and when completed will be arranged under their respective streets in chronological order.

Upon the completion of each phase of the work, five copies of same are prepared by the typists.

REVISION OF FILING SYSTEM

The records of the City of Passaic are contained in five vaults and are distributed in envelopes and files. All these various papers and documents have been checked, the entire system revised and their location designated so that they can be quickly found.

The approximate number of documents contained in these vaults are as follows:

Vault #1	50,000 Items
Vault #2	5,000 Items
Vault #3	3,500 Items
Vault #4	9,000 Items
Vault #5	<u>20,000 Items</u>
TOTAL	87,500 Items

New labels have been put on the files in these various vaults. Two boxes of index cards have been made up and checked and brought down to date.



CLERICAL ASSISTANCE TO SCHOOL NURSE - BOARD OF EDUCATION

ENGLEWOOD, N.J.

Official Project      #65-22-1539

Work Project          #1-205

State Serial          #1-2-5111

Description & Location:    Dwight Morrow School, Englewood, N.J.  
Clerical Assistance to aid school Nurse  
with her office duties. Clerk will  
maintain important records, files, etc.  
This assistance will permit the nurse  
to devote more time to necessary health  
work outside of the office duties.

Sponsor:    Board of Education, Englewood, N.J.

Federal Funds:    \$660.    Sponsor's Contribution:    \$60.

Number Employed:	Male	
	Female	<u>1</u>
	Total	1

This project began operation on November 8, 1935 and is a continuous type service.

The clerk employed, receives a security wage rate of \$71.50 for 130 hours work each month. Her duties include filing, typing and general clerical work connected with the health records and files of the school children and all the current office duties of the regular school nurse.

CLERICAL ASSISTANCE - FAIR LAWN, NEW JERSEY

Official Project #65-22-1551

Work Project #1-207

State Serial #1-2-5127

Description and Location: Clerical Assistance  
Roosevelt School, Fair Lawn

Clerk-Typist to assist in preparing and maintaining records and files and to do general office work in the Supervising Principal's Office.

Sponsor: Board of Education, Fair Lawn

Federal Funds: \$660.00 Sponsor's Contribution \$216.00

Number Employed: 1 Woman

The Clerk employed by this Project performs all necessary clerical work, including maintenance of office and student records and typing, filing and stenography in connection with the office of the Supervising Principal.

The employee works 130 hours each month and receives a security wage rate of \$71.00 for that period. This Project is continuous in nature and began operations on November 8, 1935.

CLERICAL ASSISTANCE - GLEN ROCK, NEW JERSEY

Official Project #65-22-1552

Work Project #1-208

State Serial #1-2-5129

Description & Location - Clerical Assistance  
Central School, Glen Rock

Clerk to assist in preparing and maintaining files and records and do general office work in the office of the School Nurse.

Sponsor - Board of Education, Glen Rock

Federal Funds - \$550.00      Sponsor's Contribution - \$40.00

Number Employed - 1 Woman

This project began operation November 8, 1935 and employed a clerk to perform routine office work for the School Nurse in Glen Rock Schools. The work consisted of typing and filing records, cards and reports of health data of school children and terminated with the close of the school on June 22, 1936.

This project has been completed.

CLERICAL ASSISTANCE IN SCHOOLS - PATERSON, N.J.

Official Project      #65-22-3455

Work Project          #1-239

State Serial          #1-16-5114

Description & Location:      To provide clerical assistance in the Offices of the various schools in the City of Paterson, to maintain office records, files and to supply trained nurses to assist the regular school nurses in the performance of her duties. Board of Education, Paterson, N.J.

Sponsor:      Board of Education, Paterson

Federal Funds:      \$17,520.      Sponsor's Contribution:      \$1,152.

Number Employed:	Male	
	Female	<u>12</u>
	Total	12

This project began operations on November 18, 1935. The ten (10) clerks employed in offices of the various schools in Paterson, maintain office records and files and perform general clerical work, typing and mimeographing.

There are two registered nurses employed on the project, who assist school nurses in examining children, conducting health campaigns and performing health inspections in the schools.

This project is continuous in nature and as such cannot be measured in units of work or accomplishments.



CLERICAL ASSISTANCE - EAST PATERSON, NEW JERSEY

Official Project #65-22-3457

Work Project #1-240

State Serial #1-16-5120

Description & Location: Furnish clerical assistance to various municipal departments in the Boro of Wanaque. Index and re-copy minutes of governing bodies in the municipal offices, Municipal Building, Wanaque, N. J.

Sponsor: Boro Council, Boro of East Paterson, N. J.

Federal Funds: \$2460.00      Sponsor's Contribution: \$34.00

Number Employed:	Male	4
	Female	<u>2</u>
	Total	6

Project began operation on November 15, 1935.

This was a clerical project and consisted of setting up file index systems in various municipal departments. Also bringing up-to-date minutes of the meetings of the governing bodies in the Boro of Wanaque.

Project completed April 24th, 1936.

Official Project #65-22-3444

Work Project #1-256

State Serial #1-16-5108

Description & Location: Keeping and bringing up-to-date various files and records pertaining to Borough business. Boro Hall, Ringwood, N. J.

Sponsor: Borough of Ringwood

Federal Funds: \$2220.00

Number Employed:	Male	2
	Female	<u>1</u>
	Total	3

Project began operation on November 20, 1935.

This is a clerical project and consists of setting up file index systems in various municipal departments. Also bringing up-to-date minutes of the governing bodies in the Boro of Ringwood.

SAFETY CAMPAIGN (H. S.)

Official Project #65-22-6012

Work Project #1-478

State Serial #1-2-5207

Description & Location - Project to direct a safety campaign and course in 16 high schools throughout Bergen County to promote the cause of safety in Bergen County. Lecture courses, graphic drawings and general instructions in safety will be given to pupils.

Sponsor - Bergen County Safety Council by the State Board of Education

Federal Funds \$3,492 Sponsors Contribution \$248

Number Employed:	Male	3
	Female	<u>1</u>
	Total	<u>4</u>

Operations began on January 30th, 1936.

This project is operating in connection with the safety campaign being carried out by the Bergen County Safety Council.

The workers are giving safety lectures with moving pictures and charts in the various high schools and industrial plants throughout Bergen County.

The office workers are taking care of the office work, correspondence and the drafting of accident map and charts.

MAPPING WATER SYSTEM - BORO OF HAWTHORNE, N.J.

Official Project      #65-22-6114

Work Project          #1-496

State Serial          #1-16-5185

Description & Location:      Preparation of a water system map for the Boro. of Hawthorne. Area  $2\frac{1}{4}$  sq. miles. 43 miles of water mains, 398 hydrants, 398 hydrant valves, 449 water main valves and 847 roadway boxes. This project includes field location and drafting field notes on the Borough Map.

Sponsor:      Borough of Hawthorne

Federal Funds:      \$1,870.      Sponsor's Contribution:      \$411.

Number Employed:	Male	5
	Female	_____
	Total	5

Project began operation on March 3rd, 1936.

The purpose of this project is to find the exact location and sizes of all mains, hydrants, valves, meters, curb boxes and services and the correct block and lot number of all building serviced by the Boro. of Hawthorne water system. This information is being plotted on tracing cloth.



INDEXING FINGERPRINT AND CRIMINAL RECORDS

Official Project      #65-22-1114

Work Project          #1-151

State Serial          #1-16-5107

Description & Location:      To bring up to date records and documents of the Passaic County Bureau of Identification. Work being done at the Passaic County Jail, Paterson, New Jersey.

Sponsor:      Board of Chosen Freeholders, Passaic County

Federal Funds:      \$5,268.00.      Sponsor's Contribution:      \$1910.00

Number employed:      Male      6  
                                 Female      \_\_\_\_\_  
                                 Total      6

Operations began on this project on January 2, 1936.

Work on this project consists of bringing up to date criminal record files and fingerprints to insure complete assembly of criminal records, fingerprints, photographs of all arrests made in the county, together with complete dispositions of all cases and to establish a more efficient and adequate service for cooperation with the U.S. Department of Justice.

COMPILING RECORDS

Official Project #65-22-606

Work Project #3-60

State Serial #3-7-5018

Description & Location: Establishing system for accounting methods in various County Institutions and Finance Committees. Hall of Records Newark, New Jersey.

Sponsor: Essex County Board of Freeholders, John E. Cash, County Auditor.

Federal Funds: \$900.00 Sponsor's Contribution: \$50.00

Number Employed:	Male	1
	Female	1
	Total	2

Establishment of a system for accounting methods in the various County Institutions and finance committees.

The work of this project consists of compiling a detailed record of the bonded debt of the County, showing each year's cost with principal and interest, until the maturity of the bonds. This compilation is summarized and grouped in the years of issue for every Essex County bond outstanding. A centralized control of receipts is being established by the personnel of the project.

Upon termination of the project, March 10th, 1936, approximately 33-1/3% of the work outlined was completed. A supplement has been written and approved and the work will be continued early in July.

When completed, a unified accounting system will be established in all County institutions and finance committees and thereby enable the County government to handle, more efficiently, all accounts.

RECORDS - WATER DEPARTMENT - NUTLEY, N.J.

Official Project #65-22-5840

Work Project #3-349

State Serial #3-7-5058

Description & Location: Complete Records of Water Department  
Town Hall, Nutley, N.J.

Sponsor: Dept. of Public Works - D. R. Shepard - Supt. Public  
Works

Federal Funds: \$2,940. Sponsor's Contribution: \$204.15

Number Employed:	Male	5
	Female	_____
	Total	5

Complete records for Water Dept., showing location, size, and length of existing water mains, location and card index of all water gates and hydrants and plotting above data on existing water Dept. maps. Also record wall map of same. Survey of existing sanitary sewer showing location, size, and direction of flow; also record wall map and tabulation of same.

Those employed on this project, since the starting date, March 3, 1936, have rechecked 33 field sheets and measured new mains, 150 water gate cards have been drawn; 40% of the water system record map has been completed, and 60% of the record map showing size, flow, direction, and drainage areas has been completed; 10 existing sanitary sewer connection maps are complete.

This data will be used in making out a yearly utility report for the State of New Jersey. Also will be used daily by the Town of Nutley. Sanitary Sewer Survey will be used for laying out sanitary sewer drainage areas on record maps.

Sanitary Sewer connection maps will be in daily use in Engineer's Office to give location of sewer connections to plumbers bidding for sewer connections for houses.

INDEXING AND CLASSIFYING CITY RECORDS - NEWARK, N.J.

Official Project #65-22-6320

Work Project #3-389

State Serial #3-7-5116

Description & Location: Checking, sorting, classifying,  
filing, indexing all City records.  
City Hall, Newark, N.J.

Sponsor: City Clerk's Office, H.S. Reichenstein, City Clerk

Federal Funds: \$13,104. Sponsor's Contribution: \$572

Number Employed:	Male	26
	Female	4
	Total	30

Check, sort, classify, index and file reports of the City Clerk's Office and vital statistics of the City of Newark in such a manner as to make them speedily available at all times. These records include warrants, checks, court records, street improvements, water mains, engineering maps, etc.

The personnel of the project, working since March 1st, 1936, segregated, into their respective departments, some 11500 books. These books were cleaned, rebound if necessary, re-marked, filed and indexed. Many thousands of vital records were filed away on steel shelves under special caption on file numbers. 2,500 pamphlets, petitions and agreements were filed away for future use. Documents of the District, family, and criminal courts were re-jacketed, indexed and filed. Marriage applications back to 1910 were put in numerical order, re-marked and re-wrapped. City payrolls, covering a period of 10 years, also field tax ledgers were sorted and indexed and filed. Tax sale certificates, about 75,000, are being listed, filed and indexed.

This project will put in shape many records that are important in nature and make recourse to them possible in the minimum of time. These records are all available to and for the use of the general public.



RE-CATALOGING RECORDS OF WATER DEPARTMENT  
ORANGE, N.J.

Official Project      #65-22-6329

Work Project          #3-394

State Serial          #3-7-5214

Description & Location:      Cataloguing and bringing up to date  
Water Records, Orange, N.J.

Sponsor:      Water Department

Federal Funds:      \$3,120.      Sponsor's Contribution:      \$676.60

Number employed:      Male      2  
                                Female      1  
                                Total      3

The records of the Orange Water Company have not been set-up on permanent record cards since 1931 nor payments against these consumptions by consumers for a similiar period. Reading, being made quarterly on the 5700 accounts, means that between 1931-1935, 20 separate entries are necessary on each account for the meter reading and consumption. Also the payment of the corresponding bills for the above accounts to be listed from the Treasurer's records on the above mentioned permanent card record which entails a corresponding number of entries.

CLERICAL ASSISTANCE - INDEXING RECORDS

Official Project      #65-22-6316

Work Project          #3-395

State Serial          #3-7-5215

Description & Location:      To correct tests, analyze and tabulate  
results of achievement in present  
school system.      Irvington School.

Sponsor:      Board of Education

Federal Funds:      \$3,000.      Sponsor's Contribution:      \$176.12

Number Employed:	Male	2
	Female	<u>          </u>
	Total	2

Tests have been made in the schools in Irvington to determine the progress achieved in the present school system. From the 7,000 to 8,000 tests made of the school students, the results are being tabulated and compiled by the WPA. The information obtained is to be used in a new child guidance Department stressing individual training and development.

The work is under the supervision of the Director of Child Guidance, and the results of this project will greatly benefit the future school system.

REWRITE ABSTRACTS & TITLES

Official Project #65-22-714

Work Project #3-200

State Serial #3-7-5011

Description & Location: Re-write Abstracts and Titles,  
City Hall, Newark, New Jersey.

Sponsor: Newark Joint Sewer Commission, Ed. P. Decker, Ass't. Sec'y.

Federal Funds: \$1,560. Sponsor's contribution: \$350.

Number employed: Male  
Female 2  
Total 2

Re-write Abstracts and Titles, easement agreements, and other old records dating back to 1900 at the time of the building of the original sewer.

Two Junior stenographers working since November 20, 1935 have completed about 55% of the work planned in the project. Old abstracts and titles are traced thru the files which were not in order, copies are made where papers are worn or torn. Easement agreements, together with all papers pertaining to them, are put together and rewritten, where necessary.

On completion of this work the records will be incorporated in the files of the Newark Joint Sewer Commission and prove invaluable in the future. This will result in a great saving to the City as many a Court case has resulted from disputes over easements and titles.

RE-CATALOGUING RECORDS - BELLEVILLE, N.J.

Official Project      #65-22-6575

Works Project        #3-429

State Serial         #3-7-5232

Description & Location:    Cataloguing Government Records  
                                 Town Hall, Belleville, N.J.

Sponsor:    Dept. of Revenue and Finance

Federal Funds:    \$3,567.    Sponsor's Contribution:    \$3,984.

Number Employed:	Male	2
	Female	<u>2</u>
	Total	4

Cataloguing Government records started operation May 5th, 1936. The project gives clerical assistance for classifying, transcribing, indexing and refiling records in the Department of Revenue and Finance. There are four people employed at present but by June 10th there will be a personnel of eight.



CATALOGUING TAX RECORDS - WEST ORANGE, N.J.

Official Project      #65-22-6269

Work Project          #3-438

State Serial          #3-7-5236

Description & Location:    Cataloguing Government records in the  
                                 tax assessors office.  
                                 Town Hall, West Orange, New Jersey.

Sponsor:    Town of West Orange, New Jersey

Federal Funds:    \$189.20    Sponsor's Contribution:    \$1,225.00.

Number Employed:	Male	21
	Female	<u>1</u>
	Total	22

This project started operation May 17, 1936, and is putting in a very efficient method of tax assessment. Data on approximately 5500 buildings has been obtained from a survey made previously and now W.P.A. workers are analyzing, computing, checking, and transcribing this information to individual cards. A sketch, showing the measurements of each building is drawn on each card and classified, the construction of house and grading of property. By June 15, the personnel will be complete with 26 workers.

INVENTORY OF SCHOOL EQUIPMENT AND SUPPLIES

Official Project      #65-22-5573

Work Project          #2335-4-319

State Serial          #4-12-5030

Description & Location:    Inventory of School Buildings, etc.  
Borough of Sayreville, New Jersey.

Sponsor:      Board of Education, Sayreville, N.J.

Federal Funds:      \$1,188.00.    Sponsor's Contribution:    Use of  
typewriter, stationery, desk room,  
office room, and general supplies.

Number Employed:	Male	2
	Female	<u>1</u>
	Total	3

Approximate amount of work accomplished 47%

Task involved in Work and Details:

This project includes an inventory of Books, Supplies, Furniture, and other general equipment. A record will be made of every book in use and in stock in the Sayreville Schools, including their condition, location, grade, and kind. Following the taking of the inventory in each stock room, the books were carefully arranged according to kind and grade and placed in separate compartments and labeled. This enables us to select our books without difficulty.

This work has required a lot of patience in assorting and examining the books and turning over to the office accurate information for the permanent inventory.

A similar inventory has been made of all school supplies, including different kinds of paper as to color, size and use, also pencils, rulers, crayons, ink and hundreds of separate articles listed under supplies and used in our schools. To complete the records the inventory men worked in three stock rooms, thirty class rooms and four general store rooms, three nurse's rooms and a dental clinic, also a number of accessory rooms connected with our school system.

CHEMICAL TEST OF DISINFECTANT FORMULA - NEW BRUNSWICK, N.J.

Official Project      #65-22-5174

Work Project            #2607-4-362

State Serial            #4-12-5086

Description & Location:      This project proposes the employment of Chemists who will test present disinfectant formula being used by the Department of Institutions and Agencies and endeavor to work out a more efficient formula that can be used generally in all Institutions. N.J. Agricultural Experiment Station.

Sponsor:      N. J. Agricultural Experiment Station

Federal Funds:      \$2,268.      Sponsor's Contribution:      Dept. Head Supervision. Laboratory equipment, and and supplies, stationery, tables, chairs, etc.

Number Employed:      Male      3

A large number of mixtures and combinations of chemicals to produce a disinfectant for State use, which can be used generally, is active against pathogenic organisms when greatly diluted, is non-poisonous to human-beings when used internally and is cheaper than those on the market, have been made.

As a base pine oil preparations, castor oil and other sulphonated oils were made to which were added various quantities of cresylic acid, ortho, para and meta-cresols and a number of other chemicals. The mixtures were studied in relation to stability of emulsion and their phenol coefficients.

The most promising mixtures were cresylic acid used to bolster the oils. As an example: Pine oil containing 17% cresylic acid, and small amounts of sulphonated castor oil, oleic acid and sodium hydroxide, produces a disinfectant which kills within a short time, is cleansing, stable and cheap.

Rosin preparations were made with substances such as cresylic produced good disinfectants but not quite as satisfactory as the above type of mixtures.

Several new substances such as mercuric iodine, etc., were made and tested. A vast amount of bacteriological as well as chemical work was performed to produce effective stable mixtures and pure bacterial cultures obtained for testing. The present work deals with perfecting the best mixtures.

The work can be considered from 75% to 80% completed.



## Re-INDEXING AND TABULATING MUNICIPAL RECORDS

LAKEWOOD, N.J.

Official Project #65-22-5098

Work Project #5-164

State Serial #5-15-5049

Description & Location: Reindexing and tabulating municipal records in Lakewood, N.J.

Sponsor: Lakewood Township Committee

Federal Funds: \$1,956. Sponsor's Contribution:

Number Employed:	Male	1
	Female	<u>2</u>
	Total	3

This project is one of the most valuable for its size in Ocean County. It was opened in February and employs one male clerk and two women typists. Their first job was a complete reading of the minutes, separating and typing all the ordinances. This covered the period from 1899 to 1936 and totaled upward of 200 separate ordinances, not including revisions and amendments. These ordinances are nearly typed at this time and ready for codification.

In addition to the work the project employees have made an index of the 1933-34 tax duplicate and a list of delinquent tax payers. The collector informs me that upwards of \$70,000 was collected during the month of May and gives credit for nearly 90% of these collections to the project workers' notification by letter to the delinquent tax payers from the list made up by them.

The five members of the Township committee with the Township clerk and solicitor join in praising the work being accomplished, the personnel obtained for the project and the Works Progress Administration for making this work possible.

This project shows no sponsor's contribution but I think mention should be given of the fact that the Township committee has furnished a large room fully equipped with three desks, chairs files and office equipment including two typewriters and all the necessary stationery, envelopes, paper, and books for codifying the ordinances. This represents an actual cash expenditure of over \$100.00 and the committee stand ready to buy any other materials deemed necessary for the proper completion of this work.



INDEXING RECORDS OF SURROGATE'S OFFICE

Official Project #65-22-5095

Work Project #2680-7-271

State Serial #7-3-5029

Description and Location: Mt. Holly - Surrogate's Office  
Index Records

Sponsor: Board of Freeholders

Federal Funds: \$28,292.00 Sponsor's Contribution \$3,700.00

Number Employed:	Male	21
	Female	<u>19</u>
	Total	40

The project started January 27th, 1936. Due to delay in receiving supplies and printing actual work started on February 17th, 1936. Approximately two weeks after that were spent receiving instructions from the Russell Index Supervisor who has specific requirements for typing, longhand, abbreviations, etc. The work is at all times under the direct supervision of the Russell Index Company which is one of two companies whose indexes are preferred by the State of New Jersey.

There has been an average of eighteen persons on the payroll with twenty persons working at the present time. There are four typists, thirteen record workers, and one sorter as the office personnel now stands.

The index of each book is typed and checked, with each entry in the index on an individual slip. The slips are then sorted to page, compared with the records, rechecked and rechecked. Each record book is therefore gone over at least five times to insure absolute accuracy. Some books are gone over as many as seven times depending on the clearness of writing in the book and the number of errors found in the first three checks. The unit of work is "Line of Probate Proceeding" and each entry typed from an index counts as a line.

The records of the Surrogate's Office in this County from 1800 to 1935 are as follows: Probate and Letters, Testamentary, Letters of Administration, Administration Bonds, Administration Bonds c t a, Guardian Bonds, Executors Bonds, Bonds for Sale of Land, Special Bonds, Inventory of Assignments, Accounts, Receipts and Discharges, Guardianship Administration, Letters of Guardianship, Letters of Administration, Adoption of Minor Children, Rule to Limit Creditors, Decree Barring Creditors, Collateral Inheritance Tax, Wills, Orphans Court Minutes, Divisions, Enrolled Decrees, Inventories and

Dockets.

Considering that not a worker on the project had any previous experience in indexing, and the various assortment of records (each kind of record necessitates special instructions) the project is moving along as fast as is possible to make a complete accurate index.

CHECKING AND RECLASSIFYING CLAIM RECORDS - TRENTON

Official Project #65-22-5882

Work Project #7-272

State Serial #7-11-5061

Location & Description: Bring to date exempt claims - Motor  
Fuel Tax; 107 W. State Street, Trenton, New Jersey

Sponsor: State Tax Department

Federal Funds: \$15,600.00

Sponsor's Contribution: 650.00

Number employed:	Male:	4
	Female:	<u>6</u>
	Total:	<u>10</u>

This project calls for checking and classifying and investigating 700,000 old claim records for the purpose of bringing about the collection of the 3¢ per gallon motor fuel tax on all claims found to be fraudulent.

Exemption claims have been piling up for the past several years in the State Tax office, due to an insufficient office and field force. All claims are sorted, affidavit forms are sent to all claimants and replies classified. The claims that are questionable are probed by State Investigators. This process of sifting the merits of disputed claims has resulted to date in a saving of approximately 25,000 dollars to the State of New Jersey.

Engaged in the project are 10 W. P. A. workers, 90% from relief rolls. Approximately 10% of the project has been completed.

RECLASSIFYING HEALTH RECORDS - MT. HOLLY

Official Project #65-22-6106

Work Project #2751-7-277

State Serial #7-3-5032

Description and Location: Mt. Holly Office of Freeholders  
Bring records to date.

Sponsor: Board of Freeholders

Federal Funds: \$2,400.00 Sponsor's Contribution: \$212.00

Number Employed:	Male	0
	Female	<u>4</u>
	Total	<u>4</u>

This W.P.A. Project for bringing up to date Old Records, and re-checking same for the Health Department of the Burlington County Freeholders, in the division of Old Age Relief, Dependent Children, and the Home Life Cases, also petitions and orders received from the Common Pleas Court. Up until June 1, 1936, there has been filed 30,000 such records.

Mr. Rice, who is chief clerk of the Burlington County Board of Freeholders states that these records are very important and are now available for immediate references from time to time. He also states that the work on this project is now about 90% completed.



REVISE FILING SYSTEM - TRENTON

Official Project #65-22-6047

Work Project #2753-7-279

State Serial #7-11-5057

Description and Location: State House, Trenton, New Jersey.  
Revise Filing System, etc.

Sponsor: State of New Jersey, Quartermaster General's  
Department

Federal Funds: \$21,540.00

Number Employed:	Male	11
	Female	10
	Total	21

Work on this project started January 28, 1936. From 11 persons assigned in the first pay period the number was gradually increased to the present total of 21.

The scope of the work being carried on under the project includes: REVISION OF FILING SYSTEM - Making a more detailed segregation of records of the Quartermaster General's Department to permit an easier access to construction cost information, maintenance requirements and cost for the 88 military organizations and 33 armories of the State. COMPILATION AND TABULATION OF MILITARY EQUIPMENT DATA - Preparation from memorandum slips an individual record of every piece of equipment used for military purposes in the State, with identification, authority for purchase, date acquired and condition. Preparation of a history record of all armories; a comprehensive, detailed tabulation of all repairs, alterations and additions to State armories, showing type, description, etc., of all permanent construction and appurtenances, cost, date of construction or installation and all other pertinent information concerning same for use when determining future repairs or replacement. AUDITING AND FILING DISBURSEMENT RECORDS - Checking disbursement ledger accounts against vouchers from 1921 to date. Revising file folders for inclusion in the ready reference file. ENROLLMENT DATA - Tabulation and refileing of enrollment data. Also includes an audit and preparation of a file of all medal issues by the Quartermaster General's Department. The medals are of many types and are awarded for various reasons, such as length of service, meritorious service, distinguished service, World War service, recruiting service, etc. Into this record is being posted detailed information concerning issuance of medals and complete military identification of recipient. CONSTRUCTION AND MAINTENANCE FILES - Building blueprint file containing plans and details of all construction in State armories during the past 15 years. Building a catalog file containing catalogs used for drawing up specifications of materials used in construction and also in building

maintenance work. Keeping running totals of construction and maintenance costs during the current year.

As of June 1st, slightly less than 30 per cent of the work contemplated in the project has been completed.

Official Project #65-22-5951

Work Project #2771-7-282

State Serial #7-3-5020

Description and Location: Mt. Holly County Clerk's Office  
Re-index all Deeds.

Sponsor: Board of Freeholders

Federal Funds: \$43,450.00 Sponsor's Contribution \$5,800.00

Number Employed:	Male	26
	Female	<u>40</u>
	Total	66

Heretofore Lawyers, and Title Searchers have had a difficult task in the County Clerk's Office at Mount Holly, unraveling the intricacies of property conveyances because the public records of the Transactions were rated at 60% incomplete and inaccurate as to Christain names and sur-names, at the time the re-indexing and cataloguing workers went into action.

When the work is done the name of every person owning or having owned land in Burlington County from 1765 to the present time and who recorded it will be listed in the index. All the searcher will have to do will be to consult the index, find the name he is looking for, and along side the name will be the volume and page number of the deed record book, to which he will refer for the necessary information regarding titles and other data. The old time title search long, tedious, and often costly will be eliminated. There are 66 W.P.A. workers engaged on the project. 40 of these are women and 26 men. 90% of the personnel is taken from relief rolls.

The sponsors have contracted the services of the Russell Indexing Company at considerable expense in order to procure the most up-to-date indexing system available.

Mr. L. C. Mingin, County Clerk of Burlington County, states: "I take this opportunity in connection with the project covering re-indexing in my office to advise you that I consider this project most outstanding in this county and one of most value. Each worker has a clear understanding of his or her particular duties and his relationship to the project as a whole. Each is conscious of the responsibility and importance of accuracy in every detail. The work is progressing smoothly with a well balanced organization and they are producing not only the finest quality of work but quality that in my opinion stand next to none".

CRITICAL PLANS AND PROCEDURE TO EFFECT GOVERNMENT ECONOMICS

Official Project #65-22-6007

Work Project #2773-7-283

State Serial #7-11-5078

Description & Location: State House

Sponsor: Gov. Harold G. Hoffman

Federal Funds \$13,284.00 Sponsor's Contribution \$2,400.00

Number employed:	Male	4
	Female	<u>3</u>
	Total	7

The operation of this project was cancelled 6-5-36 by order of the Coordinator.



REVISION OF BUILDING CODE - CAMDEN, N.J.

Official Project #65-22-1707

Work Project #804-8-92

State Serial #8-4-5015

Description & Location: Complete revision of present building code now in effect in the City of Camden and the presentation of a new building code to the City Commissioners for adaption. Located in the New City Hall, 6th & Market Streets, Camden, New Jersey.

Sponsor: Board of Commissioners.

Federal Funds \$6,936.00 Sponsor's Contribution \$294.00

Number employed:	Male	3
	Female	<u>3</u>
	Total	6

This W.P.A. Project calls for a complete revision of the present building code now in effect in the City of Camden. This Project was started on November 6, 1935 to carry on the work started under E.R.A. Project 4-F2-106. The present building code of the City of Camden is very vague, indefinite and antiquated, having been prepared prior to 1900. The project was started to build the new code up to modern types and conditions as to building specifications. Each Article of the code is being prepared after contact has been made with other Cities whose codes are up-to-date, and also after investigation and consultation with the Fire Under-writers and the various building material manufacturers. The article is then approved by the City Committee consisting of the City Attorney, City Engineer, and two well known Architects and Engineers.

When this revised code is completed, accepted and put into effect, it is felt that Fire Insurance rates throughout the City may be decreased, which will of course, made a great saving to property owners.

Considerable progress has been made, but of course, the nature of the work entails detailed study and analysis, and the date of termination is as yet undetermined.

INSTALL COST ACCOUNTING SYSTEM - CAMDEN, N. J.

Official Project #65-22-3446

Work Project #1586-8-132

State Serial #8-4-5046

Description & Location: The installation of a complete cost accounting system for each of the following type schools (1) Elementary (2) Junior High (3) Senior High; all in the City of Camden. This will necessitate (1) complete inventory of material and personnel (2) analysis and evaluation (3) setting up the cost accounting system. Located in the Board of Education Offices at the New City Hall, 6th & Market Streets, Camden, N. J.

Sponsor: Board of Education, City of Camden.

Federal Funds \$3,757.00 Sponsor's Contribution \$228.00

Number employed:	Male	4
	Female	<u>2</u>
	Total	<u>6</u>

This W.P.A. Project calling for the installation of a complete cost-accounting system for all schools in the City of Camden, was put into operation on November 21, 1935.

The field party consisting of two Accountants and two Clerks has been taking inventory of all school appurtenances in the 42 schools in the City of Camden. This information is being tabulated and card indexed so that the Board of Education has complete inventory of all materials on hand, both in the Warehouses and the various Schools. This inventory when completed will eliminate duplication of orders for materials and will make it possible for the Board of Education to transfer wanted materials from one school to the other, thereby giving them more definite control over their operating budget.

When the inventory is completed a uniform cost-accounting system will be scientifically set up, thereby giving the Board of Education accurate information as to its necessary purchases and to aid in the standardization of supplies, replacement cost of supplies and to determine the obsolescence of the text books used in the various schools.

INSTALL COST ACCOUNTING SYSTEM - CAMDEN, N. J. (Continued)

We have been able to place a very high type personnel on this work and the officials of the Board of Education are very well pleased with the work done and the progress which had been made. The termination date is at present undetermined but we would judge that it will require about six months more work to complete the Project in its entirety.

RECATALOGUE RECORDS OF WATER DEPARTMENT

Official Project \$65-22-5761

Work Project #2649-8-285

State Serial #3-4-5112

Description & Location: Recataloguing Government records, copying transcribing, re-indexing and filing approximately 32,000 records of Water outle throughout the City of Camden. Located in the City Hall, 6th & Market Streets, Camden New Jersey.

Sponsor: Board of Commissioners.

Federal Funds \$8,336.00 Sponsor's Contribution \$2,224.00

Number employed:	Male	8
	Female	<u>1</u>
	Total	9

This Project was put into operation on February 4, 1936, and the work consists of a complete revision of the Records of the Water Department as to the number of connections throughout the City of Camden.

The City has very few meters and water charges are being made on the basis of the number of taps per house. This information is being collected by the Water Department and compiled, classified and indexed by the Project workers.

The City has been unable to make a complete check up for a number of years due to lack of funds, and the results so far have shown a number of discrepancies in their old records, which discrepancies in most cases are unfavorable to the City, as the property owner has been undercharged for his water service.

The Water Department has expressed its appreciation of the work that has been accomplished to date, and they feel that their revenue will be increased thousands of dollars. No date of termination has been set, and the project should operate for seven or eight more months.



SURVEY STREET LIGHTING - CAMDEN, N. J.

Official Project #65-22-5853

Work Project #2673-8-290

State Serial #8-4-5079

Description & Location: Mapping of Street light locations. Work to be done at the Camden City Hall, 6th & Market Streets, Camden, New Jersey.

Sponsor: Board of Commissioners of Camden City.

Federal Funds \$8,016.00 Sponsor's Contribution \$1,600.00

Number employed:	Male	7
	Female	<u>0</u>
	Total	7

The work on the above mentioned Project was started on February 5, 1936, with a force of seven men, two of whom were qualified as Electrical Engineers. The party in making this survey are locating positions of all street lamps, measuring the quantity of light given by each lamp with an illometer, determining the effectiveness of illumination and the advisability of relocating, changing strength, or removing some of the existing lamps.

The results to date have been very satisfactory, in that, on checking these lamps throughout the City it has been found that certain recommendations as to change of size and other discontinuance or additions in certain parts of the City, will give the City more efficient lighting for considerably less money than it is now spending.

The work has progressed along the original plans outlined, and the workers are maintaining the schedule based upon the original estimate of time necessary to complete the job, which completion date will be some time the first part of next year.

## SURVEY OF FARM LABOR CONDITIONS

Official Project #65-22-3960

Work Project #3454-9109

State Serial # ST-151

Description & Location - Survey of Farm Labor Conditions:  
Tabulation unit located at Reckitt's  
Blue Building, New Jersey State College  
of Agriculture, New Brunswick New Jersey

Sponsor - United States Department of Agriculture, Washington, D.C.

Federal Funds \$5,726.00 Sponsor's Contribution: None

Number employed:	Male	7
	Female	6
	Total	<u>13</u>

The Survey of Farm Labor Conditions is designed to test the schedules prepared and the abilities of "white collar" relief clients to gather and tabulate certain information. Upon the results of the survey in New Jersey and a similar one in North Carolina are to be based recommendations as to the feasibility of a similar Nation Wide Survey in select counties. The information desired relates to the volume and distribution of employment on farms; wage rates and earnings and working and living conditions of farm laboring classes; the education and occupational experience, unemployment and migrations of these classes.

The project began in New Jersey on April 9th with the placing at work of the first group of 8 enumerators in Hunterdon County; 7 enumerators were started in work in Monmouth County on April 13th and 4 more on April 27th; in Gloucester County 8 enumerators started work on April 15th.

The work of the enumerators is to go from farm to farm obtaining data from Farm Operator and Farm Laborer with the use of prepared schedules. They have gathered 2071 Farm Operator and 1743 Farm Laborer schedules -- total 3814. The schedules obtained were sent to New Brunswick where the first of a tabulating force began work on May 13th. The enumerators' work in the counties was ended at various dates and the enumerators were gradually discharged from May 23rd to May 29th. The work of the tabulators will continue at New Brunswick until approximately June 20th.

Under the terms of the appropriations for the project all work must be completed by June 30th.

RECHECK "HOME LIFE" CASES - N. J. BOARD OF CHILDREN'S GUARDIANS

Official Project #65-22-5851

Work Project #St/94

State Serial #5038

Description & Location: Reinvestigate "Home Life" cases--N.J.  
Board of Childrens Guardians, to bring  
records up to date.

Sponsor: N. J. Dept. of Institutions and Agencies

Federal Funds \$89,028.00 Sponsor's Contribution \$3,587.00

Number employed:	Male	24
	Female	<u>81</u>
	Total	105

Project St-94 actually started operation on January 15, 1936.

The Project's task is to recheck and reinvestigate 29,648 Home Life cases now receiving aid from the State Board of Children's Guardians. The primary object of this investigation is to determine any changes that may have occurred in connection with each case since last investigated and to test the accuracy of existing records. In order to check the information obtained it is necessary to contact banks, schools, hospitals, birth and death records, probation records and also to check with local social agencies.

The project is the means of carefully verifying information which forms the basis for the expenditure of four million dollars yearly for this form of aid.

The clerical work involves:

1. Recording of the data obtained on all cases.
2. Careful comparison of newly secured information with data already on file.
3. Full report on all questionable points disclosed by comparison.

For the period ending May 28, 1936, a total of 5,988 interviews had been made and 37,748 clerical transactions completed in conjunction with the above interviews. The work remains in progress.



CASE RECORDS - STATE BOARD OF CHILDREN'S GUARDIANS

Official Project #65-22-5463

Work Project #ST.-141

State Serial #5068

Description & Location: Preparing card index of case records in the offices of St. Board of Children's Guardians.

Sponsor: N. J. Dept. of Institutions and Agencies.

Federal Funds: \$24,006.00 Sponsor's Contribution \$390.00

Number employed:	Male	13
	Female	<u>46</u>
	Total	59

This project started operations on March 20, 1936, but the personnel was incomplete for six weeks.

The data being compiled is in various correspondence, memoranda, legal forms and miscellaneous records.

The workers on this project are engaged in condensing and transmitting to cards these records of 33,000 cases of the State Board of Children's Guardians.

During the Period ending June 1st, we have completed 10,062 case

The work is progressing nicely.



GROUP 1V

RESEARCH AND STATISTICAL PROJECTS



SEWER LOCATION SURVEY

Official Project #65-22-6011

Work Project #1-475

State Serial #1-2-5228

Description & Location: Sewer location survey. This project consists of the location of sewer lines, manholes, catch basins, size of pipes and plotting this data on city map furnished by the City. Work being compiled at the City Garage, Garfield, N.J.

Sponsor: City of Garfield, N. J.

Federal Funds \$3,024.00 Sponsor's Contribution \$199.00

Number employed:	Male	7
	Female	<u>0</u>
	Total	7

Project began operation on February 5th, 1936.

The work on this project consists of locating all sewer lines, catch basins and manholes; also finding size and elevation of all pipe and manholes and plotting this information on City map. This map will show all the sewers in the City of Garfield.

Project is 70% complete as of June 1st, 1936.

SCHEDULE OF HOUSE NUMBERS FOR TAX DEPARTMENT

Official Project #65-22-5956

Work Project #1-479

State Serial #1-16-5162

Description & Location: Checking house numbers to have these numbers conform with the schedule of house numbers in the Tax Department. Work being done at the Municipal Building, Passaic, N. J.

Sponsor: Board of Commissioners, Passaic, N. J.

Federal Funds \$1,800.00 Sponsor's Contribution \$39.00

Number employed:	Male	5
	Female	<u>1</u>
	Total	6

Operations on this project were started on February 11, 1936.

This project will clarify the present confusion that exists in the assessor's office due to the difference in numbers as appearing on buildings and those on record in the Tax Department. It would also eliminate duplication of numbers that at present exist in certain districts in the City.

The sponsors have found our records very comprehensive. That efficient work has been done and that the results anticipated will be attained.

Amount of work completed to date is 40%. It will take about six months to complete the project in the proper manner.



RECORDS FOR ASSESSMENT MAP

Official Project #65-22-6246

Work Project #1-532

State Serial #1-2-5236

Description & Location - The purpose of this project is to secure a permanent record of the improved properties in the Boro. of Allendale so that scientific and accurate assessments may be made of all improved properties. There are approximately 500 buildings. Also check up on house numbers so that they agree with the assessment map.

Sponsor - Boro. of Allendale, N. J.

Federal Funds \$2,292 Sponsors Contribution \$112

Number Employed:	Male	10
	Female	<u>1</u>
	Total	<u>11</u>

Operations began on this project on February 24th, 1936.

This project consists of compiling a card index system of all properties in the Boro. of Allendale, N. J. These cards will show all structural features of the buildings, type, condition, area of land, valuation, lot and block number, assessments and taxes on property. Photographs were also taken and placed on these index cards. These cards are being made out in duplicate and will be turned over to the Boro. Assessor for his use in determining tax assessments.

The Boro. officials are very well pleased with this project as it will be of great use to them in tax dispute cases.

TRAFFIC COUNT AT 12 INTERSECTIONS IN ENGLEWOOD

Official Project      #65-22-6410

Work Project          #1-540

State Serial          #1-2-5224

Description & Location:      Traffic count at 12 intersections in Englewood. This project will be done according to the N.J. Motor Vehicle Commission specifications. Results being compiled at the City Engineer's Office, Englewood, N.J.

Sponsor:      City of Englewood

Federal Funds:      \$3,216.      Sponsor's Contribution:      \$100.

Number Employed:	Male	17
	Female	
	Total	<u>17</u>

This project began operations on March 6th, 1936.

This project consists of an actual field count for one week at each intersection. The information collected will be of value to the Police Department and the City Engineer as an aid in the placing of traffic lights, routing of traffic, type, design and width of pavement and in preventing accidents.

TRAFFIC COUNT AT 14 INTERSECTIONS IN HAWTHORNE

Official Project      #65-22-6409

Work Project          #1-541

State Serial          #1-16-5167

Description & Location:      Traffic count at 14 intersections  
in Hawthorne. This project will be  
done according to the N.J. Motor  
Vehicle Commission specifications.  
Police Station, Hawthorne, N.J.

Sponsor:      Borough of Hawthorne

Federal Funds:      \$3,822.      Sponsor's Contribution:      \$172.

Number Employed:	Male	19
	Female	
	Total	<u>19</u>

Project began operations on March 9th, 1936.

This project consists of an actual field count for one week at each intersection. The information collected will be of value to the Police Department and the Boro. Engineer as an aid in the placing of traffic lights, routing of traffic, type, design and width of pavement and in preventing accidents.

PREPARATION OF DETAILED MAPS

Official Project #65-22-2119

Work Project #969-2-102

State Serial #2-9-5075

Description & Location: Preparation of Detailed Streets, Tax,  
and House Number Maps - Guttenberg.

Sponsor: Town of Guttenberg

Federal Funds \$1,800.00 Sponsor's Contribution \$40.00

Number employed:	Male	2
	Female	<u>0</u>
	Total	2

This W.P.A. project was started on January 18, 1936, for the purpose of preparing detailed street, tax, and house number maps, covering the township.

The last map was made in 1930, and it was only a tax lot numbers map. No physical mapping has ever been done. The files do not contain any up-to-date sewer and house numbers maps. In preparing these tracings, a system of coordination is being introduced covering all survey stations which will insure the accuracy of these locations. Maps of different scales are being prepared for various uses.

For instance, the streets in this town are not parallel. The county roads, as they affect this town, are not shown accurately. Therefore, the town will prepare its own tracings and maps. They are also making house numbers maps and additional ones showing the layout of sewers, fire plugs, manholes, telegraph and telephone poles.

Two men, who have had technical and engineering experience, are engaged in this work. They do both the field and office work.



BUILDING SURVEY OF VOCATIONAL SCHOOLS IN ESSEX COUNTY

Official Project #65-22-1033

Work Project #3-83

State Serial #3-7-5015

Description & Location: Building survey of Vocational Schools  
in Essex County

Sponsor: Board of Freeholders

Federal Funds \$340.00 Sponsor's Contribution \$20.00

Number employed:	Male	1
	Female	<u>0</u>
	Total	1

There are five Vocational Schools in Essex County. The project has 1 architect working on compiling information regarding floor plans, location of equipment and alteration from a survey taken under an E.R.A. project.

DRAFTS, CHARTS AND INVENTORY OF HALL OF RECORDS - ESSEX COUNTY

Official Project #65-22-1996

Work Project #3-84

State Serial #3-7-5016

Description & Location: Insurance equipment, inventory - Hall  
of Records, Newark, N. J.

Sponsor: Essex County Board of Freeholders - Jerome Reicheimer,  
Supv.

Federal Funds \$340.00 Sponsor's Contribution \$225.00

Number employed:	Male	2
	Female	<u>0</u>
	Total	2

Preparation of drafts and charts of the Hall of Records, Court House, and Power House with key sketches of floor layouts as an index, covering not only furnishings but also the physical characteristics of these buildings.

During the regime of the E.R.A. a project, supervised by them, completed approximately 85% of the work outlined, leaving 15% unfinished. On November 10th, 1935 the W.P.A. started the work of finishing the E.R.A. project. February 14, 1936 the two architectural draftsmen succeeded in completing all of the unfinished work to the complete satisfaction of the Essex County Board of Freeholders.

The information and data completed by W.P.A. has proved of tremendous value to the Insurance fund commission of Essex County and the Board of Fire Underwriters. Incomplete the aforementioned data would have been valueless. The project has been completed.

UNDERGROUND UTILITY SURVEY - NEWARK, N. J.

Official Project #65-22-6157

Work Project #3-342

State Serial #3-7-5008

Description & Location: Underground Utilities Survey & Mapping,  
City Hall, Newark, N. J.

Sponsor: Dept. of Public Affairs, Jas. W. Costello, Chief  
Engineer.

Federal Funds \$25,000.00 Sponsor's Contribution \$9,272.00

Number employed:	Male	18
	Female	<u>0</u>
	Total	18

To complete underground utility survey and make specific detailed maps.

Two transitmen, ten senior draftsmen, two junior draftsmen, three clerks, have been engaged since February 1, 1936, in surveying, plotting, mapping, and locating specific utilities and have completed approximately 10% of the work outlined by the project.

This information, when complete, will prove valuable to the Water & Sewer Departments, Utility Companies, Builders and Contractors, and form a basis for more complete operation of underground maintenance and the future development of underground utilities.

STREET SURVEY AND MAPS - NUTLEY, N. J.

Official Project #65-22-5742

Work Project #3-348

State Serial #3-7-5072

Description & Location: Surveying streets for construction  
and grading water mains and sanitary  
sewers. Town Hall, Nutley, N.J.

Sponsor: Dept. of Public Works - D.R. Shepard-Supt. Public Works.

Federal Funds \$7,542.00 Sponsor's Contribution \$780.50

Number employed:	Male	10
	Female	<u>0</u>
	Total	10

To survey three streets, make maps for construction of water mains, sanitary sewer and grading. To complete survey and map at Nutley-Clifton Town line and set 24 monuments, calculate fractional lots. To complete survey and map at Belleville-Nutley Town line and set 20 monuments, calculate fractional lots. To survey and map Bloomfield Town line and set 10 monuments, calculate fractional lots.

Ten employees, working since February 18th, 1936, have completed about 33 1/3% of the work outlined in the project. Many monuments have been reset, brush lines have been cut, points fixed at intersecting streets and levels have been checked throughout as work progressed, and fractional lots have also been calculated.

This information will be used when constructing water mains, curb gutters, pavements, sewers, etc.



SURVEY OF CATCH BASIN AND INLET - NEWARK, NEW JERSEY

Official Project #65-22-5954

Work Project #3-356

State Serial #3-7-5148

Description & Location: Catch basin and inlet survey, City Hall, Newark, N.J.

Sponsor: Dept. of Public Affairs, Jas. W. Costello, Chief Engineer

Federal Funds \$11,894.00 Sponsor's Contribution \$506.00

Number employed: Male	22
Female	<u>0</u>
Total	22

A survey and accurate location of catch basins and inlets in the fields and the preparation of a master map and file containing the information.

Twenty employees, functioning since March 18, 1936, in four parties, have located 4,025 catch basins. Seven plates of the master map have been completed by the two draftsmen on the project.

This location of utilities will supply information on the design of future construction.

RESEARCH WORK - SECONDARY EDUCATION, Montclair, N.J.

Official Project #65-22-6207

Work Project #3-358

State Serial #3-7-5088

Description & Location: Research work in connection with problems in secondary education in English, social studies and science.

Sponsor: Montclair State Teachers College

Federal Funds \$5,432.00 Sponsor's Contribution \$1,737.00

Number employed:	Male	2
	Female	<u>4</u>
	Total	6

The State Teachers College is conducting research work in the problems in secondary education in English, Social Studies and Science. The W. P. A. workers are compiling information of character traits from the report cards, also the most common mistakes made in grammar from English tests. This project requires very careful and accurate work as the information taken from the reports is valuable to the teachers and to the planners of new educational methods.

INDEX SYSTEM - TRANSCRIBE DATA TO MASTER MAPS - BLOOMFIELD, N. J.

Official Project #65-22-6022

Work Project #3-368

State Serial #3-7-5115

Description & Location: Utility Survey and Mapping - Town Hall,  
Bloomfield, N. J.

Sponsor: Town of Bloomfield, Public Welfare Dept., Jas. W.  
Obreiter, Town Engineer

Federal Funds \$3,780.00 Sponsor's Contribution \$158.00

Number employed:	Male	4
	Female	0
	Total	<u>4</u>

Survey of street lighting facilities to determine recent changes not recorded on Utility Company maps, to transcribe from Utility Company maps onto block maps, to prepare master maps of all utility data on block maps.

One draftsman, a junior draftsman, junior clerk, and junior file clerk, working since February 15, 1936 have completed 35% of the work outlined in the project. Sixteen section maps and two master maps have been completed, 26% of the field notes have been entered and checked for accuracy.

This information will be incorporated in the files of Bloomfield's engineering department and enable this department to function efficiently and economically relative to present lighting arrangements and future installations.

TRAFFIC SURVEY - NEWARK, N. J.

Official Project #65-22-6599

Work Project #3-431

State Serial #3-7-5239

Description & Location: City Wide Traffic Survey. 1st. Precinct  
Police Station, Newark, N.J.

Sponsor: Dept. of Public Safety. John W. Kane, Traffic Engineer

Federal Funds \$110,530.00 Sponsor's Contribution \$1,244.00

Number employed:	Male	111
	Female	<u>7</u>
	Total	118

A city-wide traffic survey for gathering data to improve traffic conditions and provide useful basic traffic facts of national interest. Survey to be conducted according to procedure given in F.E.R.A. Traffic Survey Manual including following studies:-Accident analysis, Vehicle Volume count, Pedestrian volume count, Vehicle Speed study, Vehicle observation of "Stop and Go" signals and Pedestrian observance of "stop and go" signals.

Starting on May 18th, 1936, over 150 people were employed on this project. The first nine days were devoted entirely to training each individual in the work that was expected of him, both the office and field force. Since May 27th, when the actual work got under way, the field force have checked 45 intersections clocking 1,045,353 vehicles. Nine intersections were checked for Pedestrians, clocking 277,585 persons. All counts being made for a period of 12 hours, 7 A.M. to 7 P.M. the Personnel working in two shifts.

The office force have set up a card index system for 2,300 intersections in the City of Newark, made drawings and tracings of special intersections and secured blue prints of same.

The information obtained by this project will be used to better Traffic conditions in the City of Newark which have been very accute for the last few years.



PREPARE REPORT - INVENTORY PLANT FOOD RESOURCES OF SOIL

Official Project #65-22-6057

Work Project #2716-4-382

State Serial #4-12-5092

Description & Location: Research and Special Survey. To Prepare a Report Showing an inventory of the plant food resources of the soil of the State of New Jersey to be incorporated in a similar report covering the entire United States. N. J. Agricultural Experiment Station.

Sponsor: N. J. Agricultural Experiment Station.

Federal Funds: \$25,680 Sponsor's contribution \$1,492.00 (Not including Department Head Supervision, light, heat, etc.)

Number employed:	Male	14
	Female	<u>7</u>
	Total	21

Task involved in Work & Details: Attention has been concentrated on three subjects in particular.

1. The collection of data on soil analysis is constantly being increased, and coincidentally the entire series of records is being checked and verified. This involves the inspection and comparison of between 300,000 and 500,000 items. As rapidly as the checking is completed, the material will be prepared for publication, and will be, so far as is known, the most complete and detailed collection of soil analyses ever prepared.
2. Rainfall and related matters, water balance, crop use, evaporation and transpiration, erosion, have been the subject of separate inquiry. It has seemed advisable to combine the entire research in this field into an integrated and coordinated study, if possible. After considerable scrutiny of available material, a detailed study has been made of the Connecticut Valley, from which study methods of procedure have been determined which can be made applicable, with slight modifications, to the entire country. The report on the Connecticut Valley, containing about 150 typed pages and numerous graphs, will shortly be ready. This is apparently the most complete study of precipitation, its uses and ultimate disposition, that has ever been attempted. A brief statement outlining the work follows:

The drainage area of the basin has been studied by subdividing the states and counties involved.

"Seasonal separation." A detailed study has been made in order to separate the seasons of this valley into reasonable units having similar climatic and crop production conditions.

Rainfall records of twenty-two stations have been employed in determining the monthly, seasonal and yearly rainfall for the fifteen year period covered by the study. This number of stations was found necessary for rainfall information, after a survey covering five stations had been found insufficiently accurate.

Crop production as reported for New Hampshire, Vermont and Massachusetts, has been assigned by weighted average to this valley for the purpose of studying evaporation, transpiration, and moisture removal by crops.

Run-off. The mean, minimum and maximum run-off for fifteen years for several stations has been studied with the final choice of significant values obtained at Thompsonville, and Sunderland, these being more representative of conditions of the drainage area concerned. To date, all published averages were made upon a yearly basis and the new method of studying monthly and seasonal variations has been a vast undertaking. The maximum run-off has been employed in an effort to determine the erosion effects in the valley, while the minimum run-off has been used as an index of ground water conditions.

Wind velocity and prevailing direction have been summed by monthly averages for the 15 year period for the two stations in this area for which such information was available - (Concord, N. H. and Northfield, Vt.)

In a similar manner excessive rainfall, temperature, humidity, vapor pressure and sunshine data have been obtained from rather incomplete records in an effort to coordinate crop production and water losses with the climatological data.

In the progress of this work, nearly fifty new tables have been assembled in order to treat the hydrology of this area in comparison with various factors. From these tables, fifteen graphs have been drawn; a large detail map and six large scale charts have been made to explain and elucidate the conclusions arrived at. Seven correlation studies have been made in order to determine the degree of relationship of the various factors influencing crop yields, evaporation, transpiration, etc.

Other major drainage areas will be studied as rapidly as possible.

3. The first of the series of fourteen monographs to contain the results of the investigations of plant food resources of the United States has been prepared, and is now being printed.

Numerous additions have been made to the entire series of investigations, to keep all phases of the study revised. Several smaller studies on minor related subjects have been made also. These are completed with tabulations and graphs and will be used as illustrative material in the series of monographs.



COLLECT STATISTICAL ECONOMIC INFORMATION ON NEW JERSEY AGRICULTURE  
NEW BRUNSWICK

Official Project #65-22-6137

Work Project #2738-4-387

State Serial #4-12-5090

Description & Location: To collect, tabulate and analyze certain statistical economic information on New Jersey Agriculture. New Jersey Agricultural Experiment Station.

Sponsor: New Jersey Agricultural Experiment Station

Federal Funds: \$3,696.00 Sponsor's Contribution \$120.00 (Not including departmental head supervision, miscellaneous office supplies, light, heat, janitor service etc.)

Number employed:	Male	4
	Female	0
	Total	4

Cost of Producing Milk:

A study of the cost of producing milk conducted by the Department of Agricultural Economics in cooperation with the Department of Dairy Husbandry of the New Jersey Agricultural Experiment Station, has been in progress since August 1933. This study has been made possible through help given by the CWA, ERA and the WPA.

The original report of the first year of this study was entitled "Cost of Producing Milk in New Jersey," June 1935.

Through the aid of the WPA, this project has been continued up to the present time and since January 31, 1936, the WPA has given assistance to the extent of approximately one-half of the total work involved in the transfer of data from the Dairy Herd Improvement Associations and the calculation of the individual costs for 90 farms located throughout New Jersey for the five months, November 1935 through March 1936.

The importance of keeping this information up to date may be recognized by the fact that there are changes from month to month in the price of feed, which accounts for nearly one-half of the total cost of producing milk as well as for other items such as the cost of milk cows, wages paid labor, etc.



COLLECT STATISTICAL ECONOMIC INFORMATION OF NEW JERSEY AGRICULTURE  
NEW BRUNSWICK (Continued)

This information is of particular importance to:-

Producers ---- as an aid in studying their efficiency in production

Consumers ---- as information as to the details and costs involved in the production of this very valuable food product

Other agencies-particularly those concerned with establishing policies in the milk industry.

It is hoped that this project can be continued as in the past. This would not be possible without the help of the WPA.

Wholesale Prices of Vegetables on the New York Market:-

This project embodies the tabulation of daily market quotations of approximately 50 vegetables from the Producers' Price Current. The Producers' Price Current is published by the Urner-Barry Company and shows the daily range in price of individual vegetables. The period involved is from 1910 up through 1935.

The daily quotations for each week are averaged to give a weekly average. In other words, when the project is completed, it is planned to publish or mimeograph the weekly prices of these vegetables from 1910 to 1935 inclusive.

This entire project involves the tabulation and calculation of weekly averages for a total of approximately 16,324 individual months. At the present time this project is approximately 70 per cent completed. During the period January 31, 1936 to date, a total of approximately 400 individual months have been completed by the WPA. Because of the detail of working with individual days and weeks, this project requires a great deal of time.

In the course of a year, vegetables from many different states and countries are represented. It will require the transfer and calculation of these prices for approximately 4550 months in order to complete the project.

It should be stated that the continuation of this project is made possible only through the help of the WPA and it is hoped that this work may be continued to the completion of the project.

## RESEARCH IN CERAMICS

Official Project      #65-22-6021

Works Project        #2823-4-399

State Serial         #4-12-5117

Description & Location:    Middlesex County - Research - Ceramics  
Research in Ceramics. Survey of  
clays and glass sand-resources and  
deposits in the State of New Jersey.  
Utilization and development of new  
products which can be manufactured  
in the State from these deposits.  
This work includes research into  
shales, as well as clays, for use as  
light weight aggregates for light  
weight building concrete construction.  
Rutgers University, Dept. of Ceramics,  
New Brunswick, N.J.

Sponsor:    Rutgers University, New Brunswick, N.J.

Federal Funds:    \$13,272.    Sponsor's Contribution:    \$1,540.  
Note: Sponsors contribution to date  
\$87.68 which does not include heat,  
lights, power, laboratory equipment,  
office space, typewriters, stationery,  
machinery, and kilns which sponsor  
is providing.

Number Employed:	Male	8
	Female	2
	Total	10

Purposes:    Survey of the clay resources of New Jersey,  
exclusive of shales. Exclusive of the shales, which constitute about  
one-third the surface area of the State, New Jersey has large deposits  
of high grade clays located in the central and southern portions of the  
State. A belt of these clays extends from the Woodbridge district, in  
Middlesex County, southwest across the State to the Delaware River  
at Trenton. Isolated deposits of these clays also occur in the south-  
ern part of the State. These clays constitute the most important  
deposits on the Atlantic seaboard.

Survey of glass deposits in the State. New Jersey has important  
deposits of white sand which have potential value for use in the manufac-  
ture of a variety of ceramic products. (Exclusive of sand for cement and  
concrete). Enormous deposits of high grade sands occur in the southern  
and central portions of the State. High grade sands are being used to a  
considerable extent in the southern part of the state in the manufacture  
of glass ware. Important glass plants are located at Bridgeton, Vine-

land, Millville and Salem. In these localities, products such as bottles of all kinds, scientific glass ware, etc., are manufactured.

In the manufacture of glass ware, silica sand constitutes about 70 per cent of the glass formula. In order to produce clear, colorless glass of high quality, pure sand is very essential. In the southern part of the State, it is a practice to wash the sands in order to remove impurities present, such as loam, iron bearing minerals, etc. The white sands in the southern part of the State are also used in the production of pulverized silica or flint which finds use as a filling material in the production of pottery, paint, soap, etc. Silica sand is also used in the production of water-glass widely used in industry.

What the Work involves: Field work in securing samples of New Jersey shales, clays and glass sands. Locating and extent of high grade sand deposits previously not prospected,

Laboratory tests of clay samples from deposits previously not utilized in the manufacture of clay products. Laboratory tests of high grade white sand taken from deposits. These tests include: washing tests, mechanical analyses, chemical analyses, experimental batches of glass. Laboratory tests of various samples of New Jersey shales. These tests will include making of lightweight aggregates for use in light weight concrete for building construction, also in making drain tile, brick, structural hollow tile and paving tile or brick.

This project was started on January 31, 1936.

This project was undermaned from the beginning due to the lack of ceramic engineers available.

Approximate work accomplished and description:

1. Gathering shale samples from the various parts of the State of New Jersey.
2. Processing samples of New Jersey shales. Pressing same into test pieces and burning in kiln. Laboratory tests of same. Using New Jersey shales in an Extrusion Machine, de-airing the shale and making drain tile, brick, structural hollow tile, and paving tile or brick.
3. Testing New Jersey shale samples for color, texture and hardness after burning.
4. Testing New Jersey shale in making light weight aggregates for use in light weight building construction.



5. Making up 1,250 test bars from New Jersey clays. These test bars were made up from 25 samples, and fired at 2 cones to determine color, texture, shrinkage and hardness.



TRAFFIC SURVEY-ELIZABETH, N.J.

Official Project #65-22-6247

Project #4-446

Serial #4-20-5008

Description & Location - Includes the checking and plotting of all cars and buses in Elizabeth at various important traffic centers enumerated in the project proposal. Also the parking conditions and parking facilities in, around and about congested business districts are being checked.

Sponsor - Board of Public Works, City Engineer

Federal Funds \$4,166.00      Sponsor's Contribution: \$100.00

Number of Employees:	Male	31
	Female	1
	Total	32 (2 NYA)

All the information, statistics and data compiled by this project will be turned over to the City Engineer. The various number of cars, trucks busses passing through or turning left or right at intersections mentioned in the project proposal, are being checked.

The project has had constantly the advice and assistance of the City Engineer, Thomas E. Collins and Asst. Harold J. Seymour, and their staff of assistants. Their help has been invaluable. The Elizabeth Police Department has allowed the use of their files and a record of all the accidents that occurred at the various intersections enumerated in the project proposals in the last seven years has been compiled.

TRAFFIC SURVEY - PERTH AMBOY - N. J.

Official Project #65-22-6589

Work Project # 4-523

State Serial #4-12-5007

Description & Location: Traffic Count of vehicles and pedestrians at the intersections; also observance of general safety laws. Police Headquarters, Perth Amboy, N. J.

Sponsor: City Commissioners, Perth Amboy, New Jersey.

Federal Funds: \$5,340.00 Sponsor's contribution \$36.00

Number employed:	Male	28
	Female	<u>4</u>
	Total	32

Task involved in Work & Details: Checking vehicular and pedestrian traffic as to the number and direction of flow of buses, trucks, cars, adults and children. Compiling data preparing charts and maps etc. Observing violations of general safety laws. Ascertaining traffic congestions. Noting where and when extra police protection is required etc.

Date Started: May 4, 1936.

Approximate amount of work accomplished: Checking vehicular traffic, about 30% of this has been completed. Checking pedestrian traffic, about 30% of this has been completed. Tabulating field notes and compiling data on vehicular traffic about 20%, Tabulating field notes and compiling data on pedestrian traffic, about 20%. Compiling data from police accidents reports as to the number of accidents, number of persons killed and injured, for the purpose of making a comparison for the last five years. This information has been put in chart form. One set has been completed, three more are to be made. About ten chart word pictures of each day's check have been finished of which one is to be made for each day. We have taken the license numbers of violators of minor infractions of the local traffic laws and notified the violators of their act by letters signed by the Chief of Police. Preparing, typing and mailing letters to the citizens asking their cooperation in the extensive Safety Campaign.

Official Project #65-22-5767

Work Project #5-162

State Serial #5-15-5025

Description & Location: County-wide Educational Survey  
in Ocean County

Sponsor: Ocean County Board of Freeholders

Federal Funds \$678.00 Sponsor's Contribution \$ none

Number employed: Male  
Female 2  
Total 2

Work on this project from February 28th to June 1st has been completed as follows:

(a) The standing of pupils who were in grade VIII in all schools of the county in June 1935, was compared with the standing of the same pupils in their high school work during the first half of the school year, 1935-36. The records of 335 pupils were tabulated for comparison and study by the school principals of the county.

(b) In the work of making a survey of the educational standings of pupils in all grades for the present year the workers on the project have examined and graded 2229 test booklets (447 in Grade VIII, 282 in grade VII, and 1500 in grades I to VI inclusive).

Each booklet consists of 15 pages with an average of 20 questions on a page. Each question must be examined, the several sections of the booklet scored, the total score for each child determined and grade placement computed.

The booklets for approximately 500 other pupils have been graded by the teachers themselves in certain schools and turned over to the workers on the project so that the scores of all pupils in the county may be combined.

(c) A graph of the accomplishment of each pupil has been determined and drawn.

(d) The scores of all pupils in grades VII and VIII have been compiled and average scores for the entire county determined. The scores in grade VII were separately compiled for the pupils in 27 schools. This involved 297 separate compila-

tions and the standings and average scores determined from these involved 110 computations. Similar work done with respect to the pupils in grade VII is approximately the same in amount as in grade VIII.

The work which will be accomplished by this project will be of great value to the school workers in diagnosis of the abilities or lack of abilities, of pupils in the schools and will contribute valuable information for the better placement in school of pupils and the adjustment of the pupils to their work.



# HEALTH SURVEY OF MANASQUAN SCHOOLS

Official Project #65-22-5912

Work Project #5-167

State Serial #5-13-5009

Description & Location - Health survey and records of Manasquan Schools

Sponsor - Manasquan Board of Education

Federal Funds \$1,380.00

Sponsor's Contribution \$60.00

Number employed:	Male	1
	Female	1
	Total	2

The purpose of this project is to assemble complete detailed information regarding the school population of Manasquan and all the surrounding districts which send pupils to Manasquan High School; this has never been attempted or done before in this locality. This will enable the Manasquan Board of Education to plan ahead more efficiently and adequately in meeting all the educational needs of its pupils as well as those attending Manasquan High School from sending districts.

The districts completed under Census Form No.1, containing the fundamental information of the case; such as the parents' names, occupations, nationality, the standards of home life and the complete report of the health of the person and the schooling during life are: Manasquan, Brielle, Sea Girt, Spring Lake Heights, and fifty per cent of Wall Township. This form contains one thousand, seven hundred and eighty-six cards to date. The summary and recapitulation charts are seventy five per cent complete.

The completed form C.F. 2, contains a complete summary of information on age levels by districts set up alphabetically as to age. This chart makes it possible to tell at a glance the fundamental information needed concerning any given person.

Form C.F. 3, also complete, is a recapitulation of the number on age levels as to districts. It shows the number of boys and girls, white or colored, underage levels, and the total number of persons under twenty in each district.

The partially completed form C.F. 4, is a recapitulation of the number on grade levels by districts giving the totals as to schooling and employment of all persons under twenty.

## HEALTH SURVEY OF MANASQUAN SCHOOLS (Continued)

The partially completed form C.E. 5, is a recapitulation of age and grade when persons dropped school, and shows by years and grade and districts, the exact schooling of the cases.

The completed form C.F. 6, a report of contagious diseases and preventatives, being an alphabetical tabulation as to the general health of the persons during life as to districts. This form being a complete and accurate record of the diseases and preventatives of each individual under twenty is invaluable as a permanent record of health, and shows, in contrasts to Census Form No. 1; under the standards of living; that the lower the standards, the higher the number of children's difficulties during life.

The completed Form C.F. 7, is a report of defects and illnesses and shows a district alphabetical list of all persons physically afflicted in any way and all those who have had any serious or minor operations or illnesses.

RECATALOGUING CITY RECORDS - CAMDEN, N. J.

Official Project #65-22-5846

Work Project #2683-3-292

State Serial #8-4-5077

Description & Location - Recataloguing Government records. Assessment Survey. Copying, transcribing, reindexing, and filing approximately 55,000 records of real properties. Located at the City Hall, 6th & Market Streets, Camden, New Jersey.

Sponsor - Board of Commissioners

Federal Funds \$29,832.00 Sponsor's Contribution \$11,370.00

Number employed:	Male	31
	Female	4
	Total	35

The above mentioned Project was put into operation on February 19, 1936 with the personnel of thirty-five employees. The workers are employed in compiling, checking and cross indexing information concerning every taxable property in Camden, with the view of setting up a standard unit foot values which will permit the City assessors to create a more equitable basis for assessing and appraising taxable properties. The information necessary is being gathered from records of the Building Inspector, the building permits, engineers' maps and Sanborn maps and the definite information sheet on each and every property is being manufactured, taking the City by wards.

When all this information has been assembled and classified, a scientific survey of these results will be made by the force of the City Assessors Department, and outside experts employed by the City in setting up the unit of assessment which will permit the assessors to appraise properties on equitable basis.

Considerable progress has been made since the Project has been put into operation, and we have been fortunate in obtaining a high grade class of personnel some of whom are college graduates and men of accounting and engineering experience.

The City Commissioner, George E. Brunner, under whose supervision this Project is operating, has expressed himself as being very well satisfied with the personnel on the Project, and with the progress that has been made to date.

No termination date has been set, but there is sufficient work yet to be done to carry the work of the Project into the Spring of 1937.



DOG TAX CENSUS - PITMAN, GLOUCESTER CO.

Official Project #65-22-6048

Work Project #2754-8-298

State Serial #8-8-5031

Description & Location - Recataloguing Government Records. Work is to be performed at the Boro Hall, Pitman, New Jersey.

Sponsor - Boro of Pitman

Federal Funds \$1,928.00 Sponsor's Contribution \$508.00

Number employed:	Male	7
	Female	<u>1</u>
	Total	8

The W.P.A. Project calling for the recataloguing of Government Records was put into operation on February 7, 1936. This Project has been manned by a force of eight workers who have been preparing lists of all properties upon which the Borough has Tax Title Liens and cross indexing these lists as to streets and owners, placing on these cards all basic information necessary to give the Borough a complete picture of its Tax Title Liens.

Mr. Sylvanus Doughty, Borough Clerk of the Borough of Pitman has been directing this work, and has expressed his favorable appreciation of the type of personnel who are working and of the high quality of this operation.

The work has progressed to a point now where completion date is set for July 1, 1936, at which time the Borough will have a complete picture giving them valuable information.



TRAFFIC SURVEY - CAMDEN, N.J.

Official Project #65-22-6408

Work Project #3207-8-336

State Serial #8-4-5023

Description & Location - Engineering work necessary to analyze a vehicle traffic count which has been taken on all County Highways and connecting roads for the guidance of present maintenance and future Highway construction and elimination of Bottle Necks in Camden County. Office located at the New City Hall, 6th & Market Streets, Camden, New Jersey.

Sponsor - Board of Freeholders

Federal Funds \$3,148.00 Sponsor's Contribution \$372.00

Number employed:	Male	5
	Female	1
	Total	6

The W.P.A. project was started on March 2, 1936 calling for the analysis of a Vehicle Traffic County which was taken on all County Highways and connecting roadways in Camden County. The information taken on the Traffic Count is being tabulated and the results are being placed on traffic flow maps, which when complete will give to the Camden County Engineers a complete picture of the traffic conditions as to volume on all the main arteries in Camden County.

The work is being efficiently supervised by Mr. Herbert S. Taylor, Assistant County Engineer. Mr. Taylor has made a study of traffic conditions for a number of years and has several times expressed his appreciation of the progress which is being made by the workers in the tabulation and mapping of these results.

The work is at the present time about 40% complete.

## TRAFFIC SURVEY

Official Project #65-22-6635

Work Project #9-263

State Serial #9-1-5039

Description & Location - Traffic survey to obtain information relative to street traffic and boardwalk traffic. To help eliminate accidents and traffic congestion in Atlantic City Streets and Boardwalk.

Sponsor - City Commissioners

Federal Funds \$37,914.00 Sponsor Control \$2,463.00

Number employed:	Male	106
	Female	<u>5</u>
	Total	111

W. P. A.'s Atlantic City traffic project is divided into fifteen (15) parts and is operated at this date by 72 workers; however, as the seasonal traffic is increased, the project will employ about 106 workers. The workers are divided into six (6) grades under the head of the Survey Director, and are classified as follows: Supervising Engineers, Senior Engineers, Statisticians, Junior Engineers, Draftsmen, Stenographers, Office Clerks and Enumerators.

The project will extend over a period of six or seven months and will be in operation at a time when Atlantic City will have its greatest number of visitors.

The Atlantic City Commissioners are being assisted and encouraged in this work by the help of the Atlantic City Safety Council Committee and the Atlantic City Chamber of Commerce.

On reviewing the above, the following aims and objects of this Traffic Survey will be accomplished:

1. It will furnish the basis for an intelligent approach to the solution of the city traffic and parking problems.
2. It will stimulate local public interest in safety and increase the demand for rigid enforcement measures.
3. It will provide valuable training for those in charge of the project.
4. It will give an accurate record of Boardwalk circulation.

TRAFFIC SURVEY (Continued)

5. It will give an accurate record of Pedestrian traffic on city streets, being of great value to owners of business properties.
6. It will give an accurate "breakdown" of visitors by States in a volume vehicle count.
7. It will determine, with the aid of the Police Department, the worst corner conditions in the City, a record being made of all fatalities; collision and bad condition diagrams are to be drawn by the draftsmen after the worst corner conditions are analyzed.

During the month of May a special school children count was made at the request of the Police Department to determine the trend and traffic observance of the children to and from school. This study was City-wide and covered fifteen schools; the purpose was to determine the need of a school patrol system and the lack, if any, of local police protection at specific points.

During the early stages of this project, a survey of garage and parking lot space available within the entire city was made; the results of this study have been summarized and spotted on map. A special study designed to determine the extent of night parking was also made and some value might be attached to this portion of the survey, as only recently the City Commission has instructed a tow practice against the violators.

In all the above parking studies, observance will be made of violation and parking practices. Up to the present time parking studies have consumed 1,180 man hours and upon the completion of this project, the City Commission will have in its possession for its personal information and for distribution, a complete analysis of the traffic problems in Atlantic City.



ANALYZE PAROLES FROM STATE INSTITUTIONS

Official Project #65-22-5931

Work Project #ST-96

State Serial #5024

Description & Location: Analyzing case records of parolees  
from State & Correctional Institutions

Sponsor: N. J. Dept. Insts. & Agencies

Federal Funds \$19,104.00 Sponsor's Contribution\$          

Number employed:	Male	6
	Female	13
	Total	<u>19</u>

This project deals with the analyses of various factors involved in the cases of 20,000 commitments to New Jersey State Penal and Correctional Institutions. Actual operation was begun March 7, 1936.

The project's tasks involves recording, from various sources, items specified on adopted schedules. This work might well be considered as having three phases i.e., one for the parolees of state penal and correctional institutions, one for general institutional scope and finally one devoted to "special" studies. More specifically:

I. The analysis of factors involved in the community adjustment of parolees from:

- a. Annandale Farms
- b. Rahway Reformatory
- c. State Home for Boys
- d. State Home for Girls

II. The "Crime Study" involving the analysis of cases selected from all state penal and correctional institutions.

III. Special studies, which have been undertaken to date are:

- a. Study of 1,000 murderers
- b. A study of (#1) the sentencing practices of the New Jersey criminal courts (2,500 cases)
- c. A study (#2) of the sentencing practices of the New Jersey criminal courts since 1840.
- d. Classification unit study (completed)
- e. Study of the transfers from the State Prison to Rahway Reformatory (completed)



ANALYZE PAROLES FROM STATE INSTITUTIONS (Continued)

It would be impossible to approximate a constant production rate for this work due to such retarding factors as, unusual length of some case histories, inaccessibility of information, necessary changes in personnel, etc.

However, during the period of actual operation of some 1,200 case histories have been recorded (phase I) and primary tabulations made of 75 per cent of that number.

Some 500 schedules (previously recorded) for the Crime Study have been coded and are ready for primary tabulation.

1,000 schedules have been completed for the study of 1,000 murderers. Primary tabulations will be begun immediately.

Tabulations were made of the 2,500 cases recorded for the #1 Sentencing Practices Study.

Some 2,000 cases have been recorded for the #2 Sentencing Practices Study.

Although maximum production efficiency has been attained, the entire project is less than 20 per cent complete at the present time and it is expected that at least nine months to one year will be required successfully to conclude the remaining work.

SURVEY ACCOUNTING & BOOKKEEPING

Official Project #65-22-6031

Work Project #ST-107

State Serial #5050

Description & Location: Survey of bookkeeping and accounting systems.

Sponsor: New Jersey Department of Institutions and Agencies

Federal Funds \$79,824.00 Sponsor's Contribution \$2,220.00

Number employed: Male	81
Female	15
Total	<u>96</u>

This W. P. A. Project, known as "Survey of Bookkeeping and Accounting Systems", began February 25, 1936 but it was not until the latter part of March that assignment of Clerks, Bookkeepers and Accountants to the various institutions had been completed.

The project provides for a great deal of auditing and research work, together with various special investigations, with a view to obtaining sufficient information and data from which can be evolved a standard procedure of record-keeping and daily routine adaptable to all similar situations in each of the nineteen institutions and two agencies.

At the present time the planned revisions have been nearly completed at the following institutions:

North Jersey Training School, Totowa  
New Jersey Reformatory, Annandale  
Reformatory for Women, Clinton  
New Jersey State Colony for Feeble-minded Males,  
New Lisbon

While the work at the remaining institutions and agencies has not progressed as far as that at the four institutions above referred to, it is felt that the progress has been satisfactory and that the time spent on this problem has been along constructive lines and, if allowed to continue, will result only in lasting benefit to this Department.

## SURVEY OF FARM MORTGAGES

Official Project #65-22-3970

Work Project #9111

State Serial #St-147

Description and Location: State-wide - six counties -  
(Cumberland, Hunterdon, Sussex,  
Gloucester, Monmouth, Burlington)

Sponsor: U.S. Department of Agriculture, Federal WPA, New  
Jersey Agricultural Experiment Station

Federal Funds: \$16,011.      \$6,118. allotted.      Sponsors Contribution: Supervision and to some extent office facilities

Number employed:	Male	10
	Female	5
	Total	15

This project carried on under WPA Program 11 entitled "A Survey of Farm Mortgages and Real Estate Transfers" began in actual operation on March 23, 1936, which was the date of the first assignment, but the full force of workers was not at work until April 5, 1936.

This project provides for the transcribing of certain data on farm mortgages filed and released, farm real estate transfers and values, and farm real estate taxes. The data is being copied from local government records in the County Clerks' offices and County Tax Board offices on to prepared blanks.

This data on land transfers and values supplements and expands data obtained in 1934 under Civil Works Administration Project F-6. It is expected to obtain data on land transfers back to 1900 in most of the counties selected. The tax data where available will be carried from 1913 to 1890 and will include also tax data for 1934 and 1935. This is a nation-wide study being carried on in selected counties in each state.

The progress of work to June 1 is as follows:

In the six counties a total of 5842 forms dealing with mortgages and land transfers have been filled out in addition to records on 300 farms showing 1934 and 1935 taxes.

A total of 15 persons were employed at the end of the recent period.

Satisfactory progress is being made on this project. The tabulation of material under present plans, will be carried on in Chicago where the headquarters of the project are located.

CONSUMERS PURCHASE SURVEY

Official Project #65-22-3965

Work Project #ST-146

State Serial #W.P.A.-9112

Description & Location: Consumer Purchases Survey,  
State Normal School, Glassboro

Sponsor: U. S. Dept. of Agriculture - Bureau of Home Economics

Federal Funds \$15,972.00 Sponsors Contribution \$ \_\_\_\_\_

Number Employed:	Male	31
	Female	26
	Total	57

The Consumer Purchases Survey in Gloucester and Salem Counties opened March 26, 1936, with headquarters in Glassboro, N. J. The first group of field workers was assigned on April 1 and training for field work was completed on April 20. The purpose of the project is to obtain information on expenditures of American farm families of specified types at various income levels.

Up to June 1 the total number of forms of the various types which were collected was as follows:

Record Cards.....	1105
Family Schedules.....	256
Expenditure Schedules.....	104
Check lists of Food,	
Furnishings and Clothing..	23

These have been turned over to the Editing Section and are in the process of being checked for accuracy and consistency.

The number of expenditure schedules turned in during the 5½ weeks since collection began, is about one-third of the required quota. However, the number turned in per week has been increasing and it is probable that future collection will go more rapidly. One other phase of the work remains to be commenced. This is the collection of a small number of records on food consumed by the family during one week. It is hoped to undertake this part of the program within the coming week. The probable date of the termination of the project has not been set.

A total of 27 field agents, 13 editors, 12 clerical workers, 1 janitress and 4 supervisors were employed as of May 29, 1936.



OYSTER DRILL ERADICATION-NEW BRUNSWICK

Official Project #65-22-6356

Works Project #9-242

State Serial #9-6-5014

Description & Location - Oyster Drill Eradication, tending 4000 Oyster Drill Traps, catching Drills in traps after which they are removed and destroyed. Records of results made and filed. Located at Oyster Dock, Maurice River Cove, Bivalve, N. J.

Sponsor - New Jersey Agricultural Experiment Station, New Brunswick, N. J.

Federal Funds \$13,560.19

Sponsor \$7,900.00

Number Employed	Male	13
	Female	<u>0</u>
	Total	13

The Oyster Drill Eradication Project is a continuation of the work done under the E.R.A. in 1935, starting on March 4th, 1936. There are 13 men taken from the relief rolls employed on this project under the supervision of a Foreman with a Biologist in charge, who is in the employ of the State of New Jersey Agricultural Experiment Station.

The men are all expert water men and experienced in oyster fishing. These men construct the traps in which the Drill is caught (about 4000 traps in number.) It is necessary to bait the traps with young oysters, and it is the duty of the water men to fish the bait from the water and place in chicken wire traps.

The traps are then taken out in boats and set in 11 stations, widely distributed throughout the bay, on planted oyster beds, covering several square miles, and allowed to remain in the water from seven to ten days, after which the traps are raised from the water up to the small boats, shaking out the Drills in receptacles which are then taken ashore and destroyed. This is a continuous job from day to day depending on wind and storm.

Since the Project was started in March of this year, more than 3000 traps have been built and rigged, 500 bushels of bait caught, and over 100,000 drills and 10,000 egg cases caught; it is estimated that with the rising temperature of the water, a catch of 350,000 drills will be caught monthly.

In addition to the field work necessary to destroy this pest, a

technician is employed, who has been trained by the Agricultural Experiment Station, to help in the measurement of oyster drills and in the determination of salinity of water samples, and tabulating all field results.

An oyster drill is a small animal incased in a shell and grows as an aquatic snail about one inch long, armed with a special organ (Drill or Borer) covered with teeth and attacks the oyster and causes terrific losses, which annually kills hundreds of thousands of oysters.

It is estimated by Shell Fishery experts that the Drill is responsible for a loss of a million dollars annually to the oyster beds of New Jersey.

During the operation of this project more than two million oyster drills have been captured and destroyed; it is known that an oyster drill attacks one oyster every two weeks.

## STATE HOUSING RESEARCH

Official Project #65-22-4840

Work Project #St-39

State Serial #St-5054

Description & Location - State Wide Statistical Project

Sponsor - State of N. J. State Housing Authority

Federal funds \$843,162.94 Sponsor Control \$67,390.20

Number employed	Male	551
	Female	<u>135</u>
	Total	686

This is a Research Project, the primary purpose of which is the collection and compilation of pertinent data in connection with housing, for submission to proper federal agencies interested in low-cost housing and for the use of other various public and semi-public agencies interested in the welfare of the low-income groups.

Due to the technical nature of the work and diversified types of studies involved, only parts of the Project were put in operation at the beginning with groups of personnel selected with regard to their qualifications for the particular type of work.

A Technical Committee, composed of representatives of the Central Coordinating Committee of the W.P.A. and the Sponsor, have set up a schedule of preferred studies and the cities in which they will be conducted first.

Since the Technical Committee agreed that Study #11, consisting of tabulation of the Real Property Inventory by blocks, was one of the most valuable parts, the major part of the personnel have been working on this part of the project. The method of conducting this study has been changed from machine tabulation, as originally set up in the Project, to a hand tabulation job. This will provide an individual card record of each dwelling unit enumerated in the New Jersey R.P.I. and will place the data in a more usable form for the present tabulation as well as for any future tabulations or correlations. The transcription work has been done for all the major cities and now the hand sorting and tabulation operation is going on and should be completed on or about July 1st.

The Project, calling for a total personnel of 997, officially started on December 16th, 1935. To assure having people fitted for this type of clerical and statistical work, personnel were taken on gradually, working up to 35% of the quota on March 1st and to approximately 70% as of June 1st, 1936.

Due to the comparatively small force in the early stages of the Project and the large volume of work necessary for the Block Tabulation, the other preferred studies will require about two or three months time for completion in the major cities.

The present status of some of the other studies being as follows:

Sociological Studies

Listing on field sheets and tabulation 90% complete for all major cities. Spot maps started for Newark and Hackensack.

Street Indexes

Complete for all major cities.

Mortgage Foreclosures

Listing and tabulation 50% complete for all major cities.

Tax Assessments and Delinquencies for Selected Areas

Listing 100% in Newark.

50% in Trenton

Started in Paterson and Jersey City.

Block Rehabilitation Study

Newark field work done. Drawings, maps and analyses 20% complete.

Fire Loss Study

Field work and Tabulation 90% complete.



RE-INDEXING RECORDS OF BUREAU OF OLD AGE ASSISTANCE

Official Project #65-22-6218

Work Project #2801-2-220

State Serial #2-9-5138

Description & Location: Hudson County—Copying, re-indexing, cross-indexing, and filing approximately 50,000 records of Old Age Applicants.

Sponsor: Board of Chosen Freeholders

Federal Funds \$37,140.00 Sponsor's Contribution \$9,656.00

Number Employed	Male	3
	Female	<u>35</u>
	Total	43

This project is assigned to the Hudson County Welfare Board, Bureau of Old Age Assistance, and was started on January 29, 1936.

The workers on this Project are under the supervision of Dr. Arthur P. Hasking, Director of the Hudson County Welfare Board, Bureau of Old Age Assistance, 921 Bergen Avenue, Jersey City, New Jersey.

The duty of the Hudson County Welfare Board is to render assistance to the aged and needy, who are 65 years of age and over, and to comply with Chapter 31, Public Law 1936, State of New Jersey. This Law conforms to the requirements of the Federal Social Security Act, and became effective in March, 1936. Previous to the passing of Chapter 31, Public Law 1936, Old Age Assistance was rendered under Chapter 219, Public Law of 1931, State of New Jersey.

The duties of the Works Progress Administration employees under Project 2-220, consists of taking applications at the Welfare Board Office, making various reports at the office, and verifying information furnished by the applicants, also of typing, filing and indexing of these records. It is also the duty of stenographers to take dictation and write letters pertaining to the applicants at the Welfare Board Offices.

Under the Law, after a grant has been made for six months, a re-verification of the case is necessary. This re-verification takes place every six months as prescribed by law, and is going on continually. There are also reports submitted to other Counties from information available at this office, pertaining to children residing in Hudson County of applicants elsewhere.

The employees on this project number forty-three, and are classified as clerks, typists and stenographers.

To date the Hudson County Welfare Board has on file over four thousand applications of people above the age of 70, and since April, the number of applications taken of people between 65 and 70 years, numbers over four hundred. These have not as yet been indexed or filed.

The work allotted to the Works Progress employees is proportionately distributed among those on the Project, and all employees working under this Project are subject to the rules and regulations of the Works Progress Administration.

CATALOGUING CASE HISTORIES AT MOUNTAIN SANITARIUM - VERONA

Official Project #65-22-6395

Work Project #3-406

State Serial #3-7-5029

Description & Location: Recataloguing and bringing up-to-date case histories at the Mountain Sanitarium.  
Verona, N. J.

Sponsor: Board of Freeholders, Essex County, New Jersey.

Federal Funds: \$4,248.00      Sponsor's Contribution \$ 629.00

Number Employed:	Male	2
	Female	<u>3</u>
	Total	5

At the Mountain Sanitarium hundreds of old case records which have never been properly catalogued, are now being arranged by W.P.A. workers in a card index system making available information which is most helpful. An inventory of all movable things throughout the building was taken previously and has never been catalogued. Similar work is being done in the X-ray reports. This has been a tremendous benefit to the Institution and its 420 patients.

COMPILING HISTORIC PUBLIC DOCUMENTS

Official Project #65-22-4830

Work Project #4-274

State Serial #4-20-5047

Description & Location; Historic Public Documents, City Hall  
Elizabeth, N. J.

Sponsor: Union County Board of Freeholders

Federal Funds \$ 11,760.00 Sponsor's Contribution \$ 40.00

Number Employed:	Male	4
	Female	<u>6</u>
	Total	10

Task involved in Work and Detail: Compiling Historic Documents of Union County, dating from 1664 to the completion of this project.

Approximate amount of work accomplished: To date we have transcribed several hundred historical documents before 1776 which gives a real history of Union County during the Colonial Period. In addition to this we have transcribed and compiled many historical events pertaining to Union County. We have also photographed many historical sites in Union County. In addition to transcribing and compiling historical documents we are also trying to complete as near as possible a Biographical History of all prominent persons in the County since 1664. We are now working on the period from 1776 to 1850 and at the present time have a considerable amount of material already compiled.

This project, when completed will make a complete documentary history of Union County, the first Capitol of New Jersey, from the year 1664 to the present date and will be made a permanent record in Union County.



COMPILATION OF HISTORICAL INFORMATION OF LINDEN, NEW JERSEY

Official Project #65-22-6118

Work Project #4-392

State Serial #4-20-5028

Description & Location: Compilation of historical information and the writing of a history of the City of Linden.

Sponsor: Library Board, Free Public Library, Linden

Federal Funds \$4,164.00

Sponsor's Contribution \$ 100.00

Number Employed	Male	2
	Female	<u>2</u>
	Total	4

Task involved in Work and Details -- Research necessary to compilation of historical data and writing of history for publication.

Date started -- May 13, 1936.

Approximate amount of work accomplished --

Preliminary reading and survey of materials available partially completed.

All notes and necessary records typed to date.

Brief outline of work completed.

VEHICULAR ACCIDENT SURVEY - TRENTON, N. J.

Official Project #65-22-6762

Work Project #7-363

State Serial #7-11-5035

Description & Location: Municipal Building Vehicular Survey,  
Trenton. Investigation of vehicular  
accidents

Sponsor: City of Trenton

Federal Funds \$15,048.00      Sponsor's Contribution \$ 112.00

Number Employed	Male	26
	Female	-
	Total	<u>26</u>

Description and work involved from start

Records of all vehicular accidents in Trenton during January, February, March and April of 1936 and during January and February of 1935 have been secured from the Police Department records and have been tabulated. Reports of 1936 accidents have been prepared for use in the National Traffic Safety Contest.

Vehicular traffic counts have been made at 68 intersections in the city for periods of 2 to 24 hours each. These counts are being tabulated and summarized in accordance with Traffic engineering principles.

Vehicular flow studies at two congested locations have been made by checking the license numbers of automobiles at approximately 16 intersections in each study. These studies will show the origin, destination and route of the vehicle passing through the congested district.

Maps have been prepared of the central business district showing all the parking restrictions such as fire plugs, driveways, bus stop zones, theatre entrances, taxi-stands, and other no-parking areas. The parking time limits are shown by using different colors to block in the sections where vehicles may be parked.

A survey of parking was made which showed the length of time and the location where each vehicle was parked. This is being summarized to show parking conditions in the business district.

# LETIMAN GRAVE REGISTRATION PROJECT OFFICES

COUNTY	ADDRESS
ESSEX	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
WARREN	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
MONMOUTH	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
BERGEN	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
PASSAIC	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
HUDSON	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
UNION	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
MIDDLESEX	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
MERCER	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
OCEAN	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
BURTON	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
CAMDEN	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
GLoucester	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
SALEM	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
CUMBERLAND	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG
CAPE MAY	COURT HOUSE SOMERVILLE 78-30 MAIN ST. PHILIPSBURG

## VETERAN'S GRAVE REGISTRATION PROJECT STATE 6

285 REAS. IN 1940  
OVER 16,000 VETERANS GRAVES REGISTERED  
OVER 2,000,000 GRAVES EXAMINED IN 1940  
3500 DRAWINGS MADE SHOWING LOCATION OF VETERANS GRAVES IN 1940  
A SURVEY MADE WHERE NO MAPS WERE AVAILABLE  
375 CEMETERIES EXAMINED  
RECORDS ESTABLISHED IN EACH COUNTY  
COMPOSITE RECORD OF ALL COUNTIES IN 1940  
STATE ANNUAL REPORT  
THESE RECORDS NOW AVAILABLE TO ALL VETERANS ORGANIZATIONS

### LEGEND

O LOCATION OF DISTRICT OFFICES  
+ LOCATION OF VETERAN'S GRAVE REGISTRATION PROJECT OFFICES

## WORKS PROGRESS ADMINISTRATION NEW JERSEY

DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS

WILLIAM H. ELY  
STATE ADMINISTRATOR

ELIZABETH C. D. VANN  
STATE DIRECTOR





## VETERANS GRAVES REGISTRATION

Official Project #65-22-674

Work Project #1064-St-3

State Serial #5006

Description and Location: Research of the military history of all deceased Veterans within the State of New Jersey for the Office of the Adjutant General of that State.

Sponsor: William A. Higgins, Adjutant General, State of New Jersey.

Federal Funds: \$114,120.00 Sponsor's Contribution \$8,502.00

Number Employed:	Male	265
	Female	<u>70</u>
	Total	335

This W. P. A. State Wide Project, known as the Veterans Graves Registration has been operating since December 2, 1935. It is the purpose of this project to locate the grave of every Veteran of all wars in which the United States participated. Also to inspect and record the markings and inscribed history of such veterans in every cemetery and burial ground in (20) counties. Card records of graves are to be made and maps drawn of such cemeteries on which the location of the graves are to be spotted.

During the period ending June 1st, a total of 1,312 cemeteries were visited and the inscriptions on 2,032,177 graves were read, from which were located 49,000 Veterans Graves. The project has searched and transcribed to cards, in duplicate, the military record of the Veterans located to date, 98,000 cards having been typed. Of the 1,312 cemeteries in the State of New Jersey, 350 had to be surveyed because no maps are available and up to the present writing 782 maps have been delineated.

All work remains in process. Because of improved working conditions it is expected that the work will progress at a more rapid rate. It would seem likely, from the preliminary estimates submitted, that the number of investigations to be made will exceed the number submitted in the Project.

PUBLIC AND SOCIAL WELFARE SURVEY

Official Project      #65-22-5839

Works Project        #ST-92

State Serial         #5023

Description & Location:    Analyzing and editing statistical information of a Public Welfare Nature.  
Dept. Institutions and Agencies,  
Trenton, New Jersey.

Sponsor:    N.J. Dept. Institutions and Agencies

Federal Funds:    \$18,048.    Sponsor's Contribution:    None

Number Employed:	Male	14
	Female	<u>2</u>
	Total	16

This project dealing with the analysis and editing of statistical information of a public welfare nature was begun February 20, 1936.

To date only three of the five phases of this project have been put underway, namely:

1. Study of trends in admissions. The study entails tabulating, analyzing, verifying and correcting specified items on record cards of admission to the various state and county institutions. Original estimation of quantity, 6,000 cards: to date approximately one third complete.
2. Preparation of individual records of blind persons for use of home teachers.  
This phase is primarily a task of copying desired information on adopted forms from some 2,500 cards. At present 900 forms have been completed.
3. Highway accident cases study.  
The work required by this study consists of recording specified information on adopted schedules and making the necessary tabulations, summaries, graphs and report.

To date 3,595 cases have been recorded on schedules and tabulations made of about 1,000 of these cases.

Work on the remaining phases is to be begun within a week and the efficiency peak will probably be reached by the end of the current month.

As no other new tasks are expected to be required in conjunction with the original proposal, it would be fairly safe to estimate that eight months will be required to complete the entire project.

CRIME SURVEY

Official Project #65-22-5244

Work Project # St 139

State Serial # WPA 9114

Work Symbol #1873

Description & Location - Survey of Persons Convicted of Crime  
Trenton, N. J.

Sponsor - United States Attorney General

Federal Funds \$25,332.00 Sponsors Contribution None

Number employed:	Male	27
	Female	<u>3</u>
	Total	30

This Project is sponsored by the Attorney General and is a Survey of persons convicted of crime. The work consists of recording the actual and correct information from the jacket containing the subject's history to the schedule. These schedules are then verified by the "Verifiers" and after they are pronounced correct by the Supervisor they are then forwarded to Washington, D.C. for coding.

During the period ending June 10, eight hundred (800) cases have been recorded, six hundred thirty-four (634) of which have been forwarded to Washington, D. C.

In connection with the above listed personnel, please be advised that this was increased from twenty-two (22) workers to thirty (30) workers on June 1, 1936. The eight hundred (800) cases recorded to date were recorded by the original force of twenty-two (22).



## INDIAN SITES SURVEY

Official Project      #65-22-6406

Work Project          #ST-140

State Serial          #ST-5069 - Indian Site Survey

Description & Location:    Physical survey and mapping of Indian  
                                 Sites - State-wide  
                                 New Jersey State Museum, State House  
                                 Annex, West State Street, Trenton, N.J.

Sponsor:      New Jersey State Museum

Federal Funds:      \$77,272.      Sponsor's Contribution:      \$1,200.

Number Employed:	Male	28
	Female	<u>4</u>
	Total	32

The WPA Project known as the Physical Survey and Mapping of Indian Sites was proposed on Dec. 6, 1935, and scheduled to begin March 1, 1936, but did not go into actual operation until March 16, 1936, when assignment of personnel was initiated.

It is imperative that a systematic state-wide survey of New Jersey's aboriginal remains continue to be made since virgin sites in the state are fast disappearing. In fact, some particularly valuable sections are in immediate danger of being disturbed by building and engineering operations. The last archaeological survey in New Jersey was made in 1912 and was neither systematic nor complete. Schools throughout the state are now stressing the study of the Indians who once occupied New Jersey and little authentic information is available.

The scope of this project involves four phases: (1) Excavation; (2) Indian Trails; (3) Inventory and Cataloguing of Collections; (4) Sites Survey.

Excavation - This phase is probably the most important aspect of the project. There is a necessity for finding artifacts "in situ". Thus, one has first-hand, original and unquestioned information in contrast to that disseminated by the fore-runners of the present-day archaeology, which was less complete, less accurate and less systematic.

By original scientific excavation the various occupational levels of the Indians can be observed. The remains within them can be interpreted culturally and historically; while geological consideration of the various strata can be informative as regards their relative ages, leading to an estimate of a possible pre-Indian or glacial man. Then too, exami-

## INDIAN SITES SURVEY (Continued)

nation of any graves found will reveal by the position of the skeleton and the type of burial, the different tribes; by the materials buried with them, an idea of the religion and stage of art.

On March 16th, 1936, work was begun in Mercer, and on May 8th in Camden County, with an excavation only in the former at the Abbott's Farm, south of Trenton. It is expected that excavation will commence June 9, 1936, near Columbus, Burlington County, and later, near Medford, also in Burlington. Eventually it is hoped to push on into Union and Sussex Counties.

Excavation work on Abbott's Farm began April 17, 1936. During the six-week period to June 1, 1936, ten men, under expert supervision, have surveyed, staked out, dug and carefully trowelled down 13,950 cubic feet of earth, each foot of which had been minutely examined for artifacts. Meanwhile, draftsmen drew preliminary maps of the site, and later ground plan, cross-section and soil stratification maps of the excavations were shown.

Results have been very satisfactory, two old Indian skulls and several hundred artifacts, consisting of arrowheads, spearpoints, drills, scrapers, pottery, hammerstones, etc., having been found.

In the future, the cost per cubic foot excavated will be reduced, since there is now a trained supervisory body of engineers, which will remain constant; thus necessitating the addition of only a force of laborers. It is expected that 150,000 cu. feet of earth will be turned in all, and digs conducted simultaneously on three different sites.

Indian Trails - Part of the personnel is engaged in research work along these lines. These old trails are a veritable store-house of information of historical and educational value. From their frequency and directions light is thrown upon the size of the aboriginal population, the location of larger sites, more important villages and trading points.

Work to date has been confined to research dealing with old records and maps. Approximately 125 Indian paths have been brought to light. These have been located in detail, naming, if at all possible, every town, village, river, street, mountain or ravine through which they passed.

Present plans call for plotting each of these trails on a large-scale map, indicating important camp sites, burial grounds, treaty or parley places, quarries, and fishing and hunting grounds, where they occur along these ancient highways. It is hoped, also that a few members of the staff may go out into the field and locate some of the more important trails with transit, thus getting the engineering data so vitally necessary to the accurate location of a road.

Inventory and Cataloguing of Collections - Too much of New Jersey's archaeological material has already been taken to other states or lost.



There are still many fine collections of Indian artifacts in private homes, schools, libraries and other institutions which should be inventoried, classified and catalogued, with rarer pieces sketched and photographed, so that these records may be collected in some central place, such as the New Jersey State Museum, and used for study purposes.

A cultural interpretation of such material remains and unusual pieces is of inestimable worth. The history of the Indian, and perhaps the pre-Indian, can be traced from his crude and early beginnings. The introduction of agriculture, hunting, art, fire, the white man, --- the entire panorama of New Jersey Indian history passes in review by means of these remains.

Four men, working on an average of two days a week during the past two months, have completed nine private collections. They have handled, and classified on special specimen form sheets, 2,000 specimens; a staff artist has drawn 100 different artifacts; the photographer has taken thirty pictures of the more unusual pieces.

It is expected that 500 collections will be catalogued; 50,000 artifacts classified; 1,000 photographs taken; 300 sketches drawn. Obviously, such figures are variable on account of the research nature of the enterprise.

Sites Survey - This embraces the actual exploration of the more important sites, after preliminary map work. A systematic state-wide survey of sites, designating on official New Jersey geological and topographical maps the exact location of Indian rock-shelters, camp sites, village sites, burial grounds and shell heaps, is vital as a guide for possible future excavations. It is also informative as regards the distribution, size and differentiation of the various tribes in the state. Thus is afforded a check on the aboriginal population within the state and an insight into the life and home of the Indian.

The remains of a Mastodon were uncovered on one of the construction projects while excavating for a lagoon in Monhegan Park of the Union County Park System. Dr. Cross, Supervisor of the Indian Sites Survey supervised the removal, and the State Museum is endeavoring to make use of it.

A total of 32 persons were employed at the end of the recent period, while the complete personnel of the original project calls for 88 people.

In no case would it be possible for any phase of the project to be completed by June 30, 1936.

# SURVEY OF NEGRO WHITE COLLAR WORKERS

Official Project #65-22-3964

Work Project #3286-St-142

State Serial #9101

Description & Location - Study of the Training & Employment  
of White Collar and Skilled Negro  
Workers. State of New Jersey

Sponsor - U. S. Department of Interior

Federal Funds \$10,282 Sponsors Contribution \$ \_\_\_\_\_

Number Employed:	Male	24
	Female	25
	Total	49

The Survey of the Training and Employment of White Collar and Skilled Negro Workers, known as St-142 is a Federal project operating in 90 communities (including District of Columbia) of 30 states. Its operation in New Jersey is confined to the following four communities: Newark, Jersey City, Atlantic City and Camden. The operation in New Jersey began with the opening of the State Office, March 5, 1936; opening of District Office in Newark, March 11, 1936; Camden, March 28, 1936; Jersey City, May 28, 1936 and Atlantic City, May 28, 1936. The project's task involves the selection of the area to be studied in each municipality, based on the percentage of Negro population by wards; a breakdown of the map of each city into wards, sections and blocks. Enumerators are then assigned to specific blocks and from house to house calls interview the inhabitants falling within occupational classification for the purpose of ascertaining first, the type and amount of training white collar and skilled Negro workers have received; secondly, the relationship between this training and the occupational experiences; and third, the method by which they secured their basic training. Additional information is secured on age, marital status, nativity and contacts with public agencies for comparison with other groups in the general population of these communities. This information is recorded on a schedule prepared by sponsor. To date, the following accomplishments have been obtained by municipalities:

	<u>Newark</u>	<u>Camden</u>	<u>Jersey City</u>	<u>Atlantic City</u>	<u>Total</u>
Number calls on Negro homes:	12,086	4,354	1,651	1,769	19,770
Number of Completed Schedules from above calls:	2,652	1,741	450	464	4,857



SURVEY OF NEGRO WHITE COLLAR WORKERS (Continued)

ADDITIONAL INFORMATION

Approximately 100 cases composed of Negroes holding unusual jobs will be made in narrative form showing the number and type of occupations, reason for engaging and quitting each, wages, hours and conditions, reason for entering present or major occupation, factors that made success, unusual or significant experiences and whether the question of race has helped or hindered. A special study will also be made by the Camden enumerators of the Borough of Lawnside, Camden County, N. J., an all Negro community with an area of 1.67 square miles and a population of 1379 persons.

Our present rate of production for the State is 1200 completed schedules per week. Our quota of 12,500 for the State is 38.9% completed. We feel assured that we will be able to produce over 80% of the quota as set by the Administrative Office.

A total of 49 persons were employed as of June 1, 1936; which represents the reduction of three enumerators from Camden District due to budgetary limitations.

This survey will definitely end June 30, 1936.

LOCATE LEAKS IN SEWER & WATER SYSTEM - NEWARK, N.J.

Official Project #65-22-6373

Work Project #3-409

State Serial #3-7-5128

Description & Location - Check and locate leaks in Sewer  
and Water Systems - City Hall,  
Newark, N. J.

Sponsor - Dept. of Public Affairs - W. G. Bank - Division Engineer

Federal Funds \$13,496 Sponsors Contribution \$936

Number Employed:	Male	20
	Female	
	<u>Total</u>	<u>20</u>

Check and locate leaks in City of Newark sewer and water systems,  
by a test of all gates, services, and hydrants.

Twenty people, employed by this project since April 13, 1936 &  
quipped with aquaphones and electric leak detectors, have checked about  
12 $\frac{1}{2}$ % of the 78,000 points of investigation. Leaks have been found and  
promptly repaired by the Water Dept. Of the 61 sections into which the  
City has been divided, tests have been completed in nine.

This information will determine water waste due to leakage and  
make possible a tremendous saving to the City of Newark.

PLANT DISEASE RESEARCH

Official Project #65-22-1780

Work Project #902-4-114

State Serial #4-12-5080

Description & Location - The study of the relation of environmental conditions to the development of plant diseases  
New Jersey Agricultural Experiment Station

Sponsor - New Jersey Agricultural Experiment Station

Federal Funds \$3,432 Sponsors Contribution \$225 (not including Department Head Supervision, light, heat, etc.)

Number Employed:	Male	1
	Female	3
	Total	4

Plant diseases show a definite relationship to environmental conditions, therefore these factors aid greatly in their control. Data relating to temperatures, rainfall, and other environmental factors are very important in this work, and fifteen hundred articles have been abstracted by our W.P.A. workers in this connection. In addition, two thousand articles have been read and abstracted on literature relating to plant diseases in general, specific diseases, varietal resistance, etc. Work of this nature could continue indefinitely.

The results of such work as indexing, abstracting, and tabulating of statistical data are of great value to scientific workers. The assembling of these data should enable us to develop measures for the control of many plant diseases.

Our typist devotes the major part of her time typing abstracts prepared by the research workers, typing of monthly progress reports, letters (seven hundred since Nov. 1, 1935), statistical work including approximately one hundred and fifty tables, etc. A typist is invaluable in our Department for we have entirely too much stenographic work for our staff typist.

## PLANT DISEASE RESEARCH (Continued)

Our botanist is illustrating the common diseases of New Jersey by means of water color drawings and the coloring of photographs, lantern slides, making color standards for soil tests, etc. Approximately one hundred photographs have been colored, seventy-five lantern slides tinted, and about eighty color standards prepared for soil tests. The tinted photographs have brought out the main characteristics of plant disease symptoms, differences between sprayed and unsprayed trees, plants, etc. This work has aided us greatly in our classroom work, such as our four-year courses, vegetable garden courses, short courses, etc., and the photographs are used to great advantage at public gatherings, exhibits, etc. Continuance of this work is of inestimable value, as there are numerous photographs that still remain to be tinted.



ORCHARD CULTURE

Official Project #65-22-3939

Work Project #1848-4-245

State Serial #4-12-5079

Description & Location - Orchard Culture. To prune a number of experimental peach and apple trees which experienced winter injury, and to remove injured fruit trees which have no further experimental value. N. J. Agricultural Experiment Station, New Brunswick, N. J.

Sponsor - N. J. Agricultural Experiment Station

Federal Funds \$2,640 Sponsors Contribution - Department Head Supervision, farm tools, etc.

Number Employed:	Male	4
	Female	
	Total	4

Task involved in Work & Details: Pruning experimental peach and apple trees which experienced more or less injury, and to remove winter injured fruit trees which have no further experimental value.

Approximate amount of work accomplished: The men on this project have pruned and cleared away the prunings of about 230 apple trees and about 1,100 peach trees. They have provided the manual care for about 11,000 budded peach trees in the nursery. In the late spring, they applied 6 sprays to about 425 apple trees and 3 sprays to about 1,500 peach trees. They have applied a special preventative for tent caterpillars to about 500 young peach trees. They have applied a hay and straw mulch to about 100 trees. They erected and removed 6 cheesecloth tents over peach trees so that breeding work could be conducted.

The peach breeding work and the maintenance of collections of varieties of peach and apples is an important feature of the fruit work of the horticultural department of the Experiment Station. The New Jersey State Horticultural Society, through its Peach Council, has urged the Station to continue this and extend this work in spite of the depression and the reduced budget at the Station. Without the work of the men on this project it would not be possible to maintain the work of breeding and testing new varieties of apples and peaches.

Date Started: November 22, 1935

SOIL AND PLANT SCIENCE

Official Project #65-22-4371

Work Project #1971-4-263

State Serial #4-12-5084

Description & Location - To Prepare a Bibliography together  
with Abstract of the Scientific  
Publications Devoted to Soil and  
Plant Science.

Sponsor - N. J. Agricultural Experiment Station

Federal Funds \$7,524 Sponsors Contribution \$288 (Not including  
Department Head Supervision, light, heat,  
etc.)

Number Employed:	Male	3
	Female	6
	Total	<u>9</u>

Task involved in Work & Details: Bibliographies are being carefully prepared, with careful checking of all references. This, of course, involves a vast amount of detailed investigation. Listings to date are given below. The number of entries under each heading is approximate. Some subjects have received special attention, with consequent larger bibliographies. Each will, of course, receive particular attention as soon as possible.

<u>SUBJECT</u>	<u>ENTRIES</u>
Composition of Animal and Human Bodies.	200
Carbon	175
Crops	200
Composition of crops	225
Dust	75
Fertilizers	275
Forests	1,225
Green Manures	800
Horticulture	200
Irrigation	50
Leaching	100
Legumes	950
Livestock, products, inventories, feeding, consumption	150
Organic Matter	100
Manures	75
Micro-organisms	60
Nitrogen	125
Nitrogen Fixation	1,450

SOIL AND PLANT SCIENCE (Continued)

<u>SUBJECT</u>	<u>ENTRIES</u>
Pastures and grazing	150
Phosphorus	50
Potassium	50
Precipitation (Rainfall, analyses of rain, surface run-off.)	300
Rivers	75
Roots and Root Rot	50
Bibliographies, Census, Consumption, Economics, Ground waters, population, transpiration	200
Soils (Physical, chemical analyses, soil moisture, classification, etc.)	1,525
Soil erosion	1,900
Land Utilization	2,800
Rare elements (soils, plants and foods)	1,850
Sulphur	275

Date Started: November 26, 1935

Approximate Amount of Work Accomplished: Up to this time there have been 243 abstracts completed under this project.

## HORTICULTURAL INVESTIGATIONS

Official Project #65-22-4398

Work Project #1978-4-264

State Serial #4-12-5091

Description & Location - Horticultural Investigations.

Preparation of microscopic slides of Plant Tissues; preparation and analysis of samples of plants for nutritional studies.

New Jersey Agricultural Experiment Station.

Sponsor - New Jersey Agricultural Experiment Station

Federal Funds \$4,452 Sponsors Contribution \$50 (not including Department Head Supervision, laboratory equipment, microscopic slides, stationery, desks, chairs, etc.)

Number Employed: Male 5  
Female  
Total 5

This project was established for the purpose of accomplishing the following objectives:

1. The preparation and chemical analysis of plant material grown in three N. J. Station projects.
2. The preparation of microscope slides of sections of buds and other plant material for research and instruction purposes.

### Accomplishments:-

Thirty-eight samples of plant material involving 152 determinations have been analyzed. The data thus obtained will be used in the preparation of various publications to be issued by the Experiment Station.

To date, about 700 microscope slides have been prepared under this project. Many of these slides illustrate the developmental history of various fruit buds and will be very valuable in college instruction. Many other slides illustrate the anatomical structure of various plant tissues and organs. The latter slides will be used for research reference and college instruction.



HORTICULTURAL INVESTIGATIONS (Continued)

Neither of the two phases of this project is complete. There is no definite need for the work being continued. It is particularly desirable that work on the preparation of microscope slides be continued.

## BIBLIOGRAPHIC STUDIES AND INVENTORY WORK - RUTGERS UNIVERSITY

Official Project #65-22-4372

Work Project #1979-4-265

State Serial #4-12-5136

Description & Location: Bibliographic studies and inventory work.  
Department of Engineering, Rutgers  
University.

Sponsor: Rutgers University.

Federal Funds: \$5,016.00

Sponsor's Contribution: 230.00 of which \$53.40 has been expended. This amount does not include office space, lights or telephone service.

Number employed:	Male:	2
	Female:	<u>1</u>
	Total:	3

At present this project is undermanned due to scarcity of persons experienced in bibliographic work.

To facilitate research work at the College of Engineering it is desirable to have assistance in preparing bibliographies for specific research problems and also to establish a perpetual inventory system of engineering equipment.

Actual work was started on this project November 9th, 1935.

### INVENTORY

An inventory of the equipment, furniture and office fixtures of the entire engineering college has been completed. Each item has been listed on a separate card with a complete description, including the purchase price and a valuation as of the present year.

The cards are filed in a cabinet with each department separated.

Each piece of equipment has been assigned an identification number which has been painted on it, using a different color for each department.

The total valuation of the equipment of each division of each department as of May 1st, 1936, has been calculated and recorded.

BIBLIOGRAPHIES

Annotated bibliographies on the subjects of (1) "Sensitivity of Electric Measuring Bridges, and (2) "The Stroboscope" have been completed.

Each article dealing with any phase of these topics has been read and briefly summarized, excepting those in foreign languages, which references are not available.

Annotated bibliographies on the following subjects are now in the process of being completed; (1) "Effects of Alternating Stresses on the Mechanical Properties of Materials"; (2) "Changes Produced in Cylindrical shafts Subjected to Sudden Chilling, or Quenching. Temperature Distribution in the Shafts and in the Cooling Medium"; (3) "Electromagnetic Radiation from Wires".

About 10 or 15 articles have been read and summarized so far on each of these subjects.

COMPLETION AND TESTING OF EXPERIMENTAL MACHINE  
FOR MAINTENANCE OF SALT MARSH DRAINAGE

Official Project #65-22-4412

Work Project #2003-4-271

State Serial #4-12-5107

Description & Location - Completion and testing of experimental machine for maintenance of salt marsh drainage to be completed at the New Jersey Agricultural Experiment Station, and tested on marshes in various portions of the State.

Sponsor - New Jersey Agricultural Experiment Station.

Federal Funds \$2,340.00 Sponsor's Contribution \$500.00

Number employed:	Male	3
	Female	-
	Total	3

Starting Date: December 6, 1936

In the State of New Jersey there are almost 7000 miles of drainage ditches installed for mosquito control purposes on the salt marshes. Approximately  $\frac{1}{3}$  of this ditching should be cleaned each year. With the present machinery or with hand labor the cost of this cleaning ranges from  $\frac{1}{2}$  to  $1\frac{1}{2}$  cents per linear foot. In order to reduce this cost, plans for the machine being developed on Project 4-271, were prepared several years ago by the State Experiment Station and it is hoped that eventually this machine will be able to clean salt marsh ditches at the rate of about  $\frac{1}{10}$  cent per linear foot.

For a proper understanding of this report it will be necessary to describe in some detail the construction of the machine. A Chevrolet truck chassis provides the base upon which the machine has been built. The drive shaft of the truck was shortened, the rear axle moved forward, the rear wheels removed and replaced by caterpillar type tracks, the front wheels removed and replaced by drum type wheels having flat wooden treads. Between the front wheels flat skids were attached to the frame in order to prevent the front wheels from dropping into holes or ditches when crossing. Steering is provided by turning the front wheels and at the same time applying the brakes which govern either one crawler or the other. In order that the machine may be moved from one marsh to another without loading it on a truck or trailer means were provided for removing the crawlers and the drum wheels and replacing them with the regular chevrolet wheels and tires, thus enabling the machine to operate under its own power along public highways. The crawlers were transported by placing them on a special trailer coupled to the machine.



COMPLETION AND TESTING OF EXPERIMENTAL MACHINE  
FOR MAINTENANCE OF SALT MARSH DRAINAGE (Continued)

The digging element is hung at the rear of the machine on longitudinal arms which pivot at a point directly back of the driver's position on the machine. A small hoisting drum provides for the raising or lowering of the entire element in order to clean ditches at different depths or to raise the digging element entirely clear of the ground, when moving the machine. The digging element is composed of a frame work about which an excavator chain equipped with buckets, operates. The buckets move upward on the front of this digging element passing over a sprocket wheel at the top and discharging by centrifugal force into a rubber belt cross conveyer attached to the back of the digging element. This conveyer belt carries the spoil to one side where a distributor spreads it over the marsh.

Construction of the machine was completed in March and it was then placed on the Camp Raritan salt marsh, this marsh being selected because it offered operating conditions ranging from diked marshes which had become quite fresh and very soft to marshes that were open to the tides and quite firm. It is not anticipated that the machine, when in the service for which it was intended, will encounter marshes that are diked and consequently soft but it was felt that tests under all possible conditions should be made. It was found very shortly after the machine began work that additional bearing surface would be necessary for operation on the very soft marshes. Accordingly the caterpillar width was increased from 24 inches to 38 inches by bolting wide blocks on top of the caterpillar track shoes. This increase permitted the machine to operate on marshes so soft that a heavy man could not walk on them. On certain types of marsh it was found that the machine did not leave the ditch sufficiently clean and a considerable amount of time has been spent in attempting to correct this feature. Several modifications of the chute which encloses the cutting portion of the bucket line were made but to no avail. Finally an increase in the bucket line speed proved the solution of the problem and resulted in the attainment of cleaning of the desired quality. All through the several months of operation trouble has been experienced with the motor over-heating and this required frequent stopping in order to permit the machine to cool. It was anticipated that this trouble would cease to exist when all of the various component parts of the machine were finally adjusted in proper relation to each other. This did not prove to be the case and only by the addition of another radiator in tandem with the regular Chevrolet radiator has it been possible to prevent this over-heating. The problem, however, no longer exists and constant operation can now be had. Up to the present date no considerable amount of testing for production has been done for two reasons. First, there has been but very little time when the machine was not undergoing minor repairs or adjustments in order to improve the quality of the work being produced and second, operation has been carried on mostly on sections of the marsh where conditions are more severe than are ordinarily encountered in the type of marsh that would generally be cleaned by machine. At the present time it appears that most of the difficulties in the digging element itself have been removed and it is planned to operate

COMPLETION AND TESTING OF EXPERIMENTAL MACHINE  
FOR MAINTENANCE OF SALT MARSH DRAINAGE (Continued)

the machine for the next few months with a view to measuring its ability to produce under normal conditions. When the machine is finally removed from the marsh the entire caterpillar portion of the machine will be rebuilt in order that a much more compact machine may be produced and that the weight may be considerable reduced. This plan will, of course, result in a machine that cannot be transported over the highways under its own power but the experience of the past few months indicates that it is more important to have a machine light and flexible in operation on the marsh than to have a machine that is readily transported from one point to another under its own power. To carry out this plan will require the continuation of the project for a period of about a year and to this end plans are being made to secure the necessary parts and materials in the hope that the WPA will continue to supply the necessary labor.

Official Project #65-22-5097

Work Project #2396-4-321

State Serial #4-12-5097

Description & Location - A study of the methods for determining the growth status of delicious apple trees and a study of the effects of various degrees of drying on the growth of nursery peach trees. New Jersey Agricultural Experiment Station.

Sponsor - New Jersey Agricultural Experiment Station.

Federal Funds \$924.00 Sponsor's Contribution None (Contributes department head supervision, stationery, desk, chairs, etc.)

Number employed:	Male	1
	Female	-
	Total	1

Twice during the late winter and spring, temperatures were low enough at New Brunswick to cause considerable fruit bud killing upon peach. Under this project the average bud set per tree was determined on the basis of the New Jersey Standard, for the large collection of varieties and seedlings of the peach upon the Station grounds.

Following each of the two low temperature periods the percentage of fruit buds killed upon the large collection of varieties was determined.

Minimum temperatures for the summer months at New Brunswick were tabulated for a period of ten years.

Assistance was also rendered in classifying and tabulating the fruit buds of different classes upon several Winesap and Stayman apple trees and the relative amount of injury noted following low temperatures in April.



CHEMICAL INVESTIGATIONS OF STREAMS

Official Project #65-22-6062

Work Project #2418-4-328

State Serial #4-12-5085

Description & Location - Chemical investigations to determine adequate and economical methods of treatment and possible recovery of industrial waste in streams. Determination of relative danger to users of stream from its presence of pathogenic bacteria.  
N. J. Agricultural Experiment Station.

Sponsor - New Jersey Agricultural Experiment Station

Federal Funds \$11,496.00 Sponsor's Contribution \$1,176.00

Number employed:	Male	7
	Female	<u>1</u>
	Total	8

A bulletin entitled "Industrial Waste in New Jersey", and a paper entitled "Importance of Industrial Waste in Stream Pollution" have been submitted for publication by the N. J. Agricultural Experiment Station. A large number of studies on treatment of wastes have been made which are being compiled and made ready for publication. Perfection of methods of analyses of the materials present in the wastes has been underway. Studies on trade waste treatment in conjunction with domestic sewage have been performed and several papers are in preparation to be submitted for publication.

Studies on pathogens dealt with paratyphoid A, paratyphoid B, dysentery shiga and B. typhosus. The viability of these organisms in various concentrations present in surface and sea water, the viability with various substrates and varying concentrations when present in sewage has been studied. The numbers of pathogens have been compared and correlated with the total water bacteria. The effect of disinfectants, especially chlorine, added in various percentages of the chlorine demand have been studied on the above combinations.

The actual work on the first part of the problem is about 90% complete (the compilation and writing up of the results for publication is underway), while the actual work of the second part is about 60-70% completed. A total of 1333 bacteriological analyses were made.



## AGRONOMY INVESTIGATIONS

Official Project #65-22-5650

Work Project #2689-4-379

State Serial 44-12-5094

Description & Location - Agronomy Investigations. The relations of the chemical characteristics of soil and production of pasture grass, causes of flower sterility in the Jerusalem Artichoke, mounting of typical specimens of important varieties of wheat, oats, and barley for herbarium use; tabulating and summarizing data on field and greenhouse experiments with field crops. New Jersey Agricultural Experiment Station.

Sponsor - New Jersey Agricultural Experiment Station.

Federal Funds \$4,356.00 Sponsor's Contribution \$180.00 (Including Department Head Supervision, Laboratory Greenhouse equipment, stationery, etc.)

Number employed:	Male	2
	Female	-
	Total	2

The sub-project on improvement of timothy hay by late fertilization has been brought to completion of the first stage, with the following conclusions:

### A. Greenhouse Experiment

1. This sub-project has resulted in three extremely valuable conclusions which will prove their worth by practical application in farming.

### B. Field Experiment

1. This sub-project has resulted in a mass of information which we have listed under twenty-three separate headings and which, due to the technical and involved character of the explanation, cannot properly be given in this report but are nevertheless available.

The sub-project on classification and mounting of field crop varieties and strains as permanent record of experimental work with such strains, has been carried forward as follows:

21 varieties and selections of winter oats have been classified,

mounted and labeled; hull percentages have been determined on 40 samples of oats; assistance has been given in the planting of approximately 300 plots of spring varieties of oats, wheat, and barley; germination tests of 50 bushels of corn have been made; approximately 20 specimens of grasses previously collected have been mounted and labeled.

The sub-project on statistical analysis of experimental data has been carried forward as follows:

Average yields have been calculated for 168 families of alfalfa through 4 plant generations; a summary has been completed on grain and stover yields, test weight per bushel, and grain quality on 200 corn hybrids in the 1935 test; a similar summary has been partially completed for the 1935 test of 150 top crosses with corn.

## SEED ANALYSIS

Official Project #65-22-6017

Work Project #2737-4-386

State Serial #4-12-5082

Description & Location - Seed analysis. Illustration of crop, vegetable, and tree seeds. A study of the organisms found upon seeds, the varieties, and their predominance. An attempt will be made to determine the effect of the organisms upon the germination of seeds. New Jersey Agricultural Experiment Station.

Sponsor - New Jersey Agricultural Experiment Station.

Federal Funds \$1,848.00 Sponsor's Contribution \$40.00 (Not including department head supervision, miscellaneous laboratory equipment, etc.)

Number employed:	Male	1
	Female	<u>1</u>
	Total	2

The majority of the work since January 31, 1936 under W.P.A. has centered around the Relationship of Fungi to Seed Germination. After the isolations of these fungi common upon seeds were made, it was necessary to determine the kinds. These determinations were made during the winter, and some 18 genera were found. It was then necessary to study the effects of the fungi on seed germination, and determine whether they play active or passive roles. It has been found that some molds actually promote germination and strengthen growth, whereas others materially retard it. Whenever sterile seedlings are inoculated with bacteria 100% mortality of seedlings results. These are the phases of the problem upon which the technician is working at present.

The second worker, the illustrator, has been coordinating her work with that of the technician. Diseased seedlings, abnormal developments of radicle and plumule have been sketched. The bacteria and fungi which grow on these seedlings are also being drawn. Further illustrations of plants as they develop in the field will be made, so that the study may finally be presented in its entirety when all data are completed.

The problem may be said to be about half completed. Checks have to be made on series which have been run, together with the field trials. Results will then have to be tabulated and the manuscript written for publication.



## POULTRY INVESTIGATION

Official Project #65-22-6289

Work Project #3130-4-445

State Serial #4-12-5087

Poultry Investigations: Inheritable and invironmental factors in relation to egg production. The relation of daily food consumption to body weight and egg yield. Changes in production in the N.J. Egg Laying Contest flocks. N.J. Agricultural Experiment Station.

New Jersey Agricultural Experiment Station

Federal Funds \$5,016.00      Sponsor's Contribution \$ 60.00 (Not including departmental supervision, typewriters, desks, chairs, office supplies, etc.)

Number Employed:	Male	4
	Female	<u>2</u>
	Total	6

Since March 2nd material progress has been made by the W.P.A. workers assigned to this statistical research problem. Roughly, the project has dealt with three phases of the problem. First, the accumulated egg production behavior statistics for the past 16 years at our New Jersey Egg Laying Contest (branches of this department) have been assimilated and tabulated, with particular reference to the changing trends in egg production shown over that period of time, and also the changing mortality rates. The work of the present spring has dealt primarily with ascertaining the seasonal fluctuations and changing trends in egg yields due to known changes in management methods. To-date the study of these many thousands of records seems to point out that the trend in recent years has been toward a higher rate or egg yield during the early winter months than was formerly true. The study also reveals a very decided increase in mortality rate during recent years and points to the possibility of correlations between increased mortality rates and the use of an increased number of forcing management methods.

The second phase of the project has dealt with the study of pedigree chick records and has been preparatory to a study of the correlation between the size of hatching eggs, the size of the chick at hatching time, and the size of the chick at various periods during its development.

The third feature has dealt with an observation of the normal behavior of both young and old birds under normal commerical management. The work since March 2nd to June 1st has been primarily of the data-accumulating type, and while it is abundantly worth while, has not yet proceeded to the stage of permitting the drawing of final conclusions.



# INVESTIGATION INTO CURRENT PRACTICES IN THE FIELD OF DAIRY HUSBANDRY

Official Project #65-22-6685

Work Project #3482-4-524

State Serial #4-12-5081

Description & Location: An investigation into current practices in the field of Dairy Husbandry. N. J. Agricultural Experiment Station, New Brunswick, N. J.

Sponsor: N. J. Agricultural Experiment Station

Federal Funds: \$5,280.00      Sponsor's Contribution: \$100.00 (Not including Dept. Head Supervision, light, heat, etc.)

Number Employed:	Male	5
	Female	<u>1</u>
	Total	6

Task involved in Work & Details: The work on this project is a continuation of that begun last fall and winter in connection with the germ plasm survey inaugurated cooperatively by the U. S. Department of Agriculture and the Dairy Department of the New Jersey Agricultural College. It concerns itself with a long-time analysis of the results of breeding in those herds where production records of milk and fat of individual cows have been secured for a number of years through the Dairy Improvement Associations.

The data for herds, sent to the U. S. D. A. and summarized and returned by that department has been refined and simplified so that it can be understood and used both by the owners of the herds studied and by other practical breeders and dairy farmers who are interested. The men have effected simplifications by means of herd charts which show the transmitting ability of the females in relation to that of the males. In the vertical columns are presented the records of daughters of each bull arranged so that each cow family can be followed through horizontally on the sheet. The quality of the record is indicated by different colors.

In addition to this family chart, a line chart was made up for each herd. This showed graphically the effect of herd sires used in chronological order by averages and range of production of dams and daughters.

Date Started: April 16, 1936

CHEMICAL EXPERIMENT - TESTS OF BROOKS & STREAMS

Official Project #65-22-2089

Work Project #803-7-81

State Serial #7-11-5034

Description & Location. Sewage Disposal Plant, Princeton, N.J.

Sponsor: Boro of Princeton

Federal Funds \$3,468.00 Sponsor's Contribution \$1,256.00

Number Employed :	Male	5
	Female	<u>0</u>
	Total	5

Project #7-88 involves Routine Analysis, Bacteriological, and Chemical, of all streams in the vicinity of Princeton. A Set is taken each week. It takes three days to complete the analysis of this set. Special samples are taken each day in order to determine certain factors which control the operation of the Sewage Plant and which will lead to improved conditions. The analysis must cover a period of at least one year so as to take into consideration all seasonal fluctuations. A sanitary survey is also made where samples of streams are collected to aid the Boro of Princeton in securing data relative to sources of pollution.

COMPILATION AND EXAMINATION OF CITY ORDINANCES

Official Project #65-22-6367

Work Project #4-464

State Serial #4-12-5188

Description & Location: Compilation and examination of City Ordinances, City Hall, Perth Amboy, New Jersey.

Sponsor: City Commissioners of Perth Amboy, New Jersey

Federal Funds: \$11,400.00 Sponsor's Contribution \$300.00; also typewriters, desks, chairs, office space and supplies, printing, etc.

Number Employed:	Male	5
	Female	<u>4</u>
	Total	9

Task involved in Work & Details:

A compilation of the ordinances passed by the City of Perth Amboy from 1909 to date, including amendments and repealers. A study of the Laws of New Jersey as such laws affect the governing of said City; such State Laws to be included in the compilation. Also annotating the Laws and ordinances which will require a comprehensive study of the decisions of the Courts of the State giving the Court interpretation of said Ordinances and Statutes. Said compilation to be properly indexed.

Date Started: April 6, 1936. This project was started with only six people on April 6, 1936, although twelve persons was its full complement. During the interim three others have been assigned making a total of nine as of this date.

Approximate amount of work accomplished: 8.01%

SURVEY TO DETERMINE SPECIES AND CONDITION OF TREES AND SHRUBBERY

Official Project #65-22-916

Works Project #1382-8-124

State Serial #8-4-5027

Description & Location: Survey to determine species and condition of trees and shrubbery. Location of areas where trees are needed and number available and preparation of landscaping plans for entire park system. Location; Camden City.

Sponsor: Camden County Park Commission

Federal Funds \$1,512.00 Sponsor's Contribution \$ 350.00

Number Employed:	Male	5
	Female	<u>2</u>
	Total	7

This Project was a continuation of E.R.A. Project # 4-F2-122. It was the purpose of this Project to complete the work started by the E.R.A. Project and the set up was made accordingly. The intention was to have all of the data that had been collected in the field tabulated and plotted so that it would be of value to Camden Co. Park Commission.

The work consisted of; plotting up locations of planting material in the Cooper River Area, data previously collected; listing alphabetically the materials available and where located; inventory of the materials available on the Park Commission in the Egg Harbor River Area; and preparation of landscape development of areas to be improved by this Project.

Project was completed on February 14, 1936.



GROUP V

EDUCATION PROJECTS



LONG BRANCH DAY NURSING

Official Project #65-22-1700

Work Project #5-71

State Serial #5-13-5034

Description & Location--Long Branch Day Nursery

Sponsor--Long Branch City Commission

Federal Funds--\$5,441.50

Co-Sponsor--Long Branch Day Nursing Committee of Welfare Committee of Long Branch.

Number Employed:	Male	0
	Female	8
		<hr/> 8

November 25, 1935 will long be remembered by the citizens of Long Branch, New Jersey as it was on that date that the Long Branch Day Nursery became an active and commendable W.P.A. project.

Under the direction of Joseph H. Gehring, District Director, this nursery is rapidly being taxed to its capacity in caring for children whose mothers have found employment.

The home consists of six large rooms and bath; glass enclosed sun porch which can be opened and used for outdoor playing during inclement weather. The grounds are fenced in and equipped with recreational facilities. In addition, a large playground has been established on a vacant lot in the rear of the nursery. This has been enclosed with a five foot fence and is well supplied with outdoor equipment furnished by the Sponsors. The interior is equipped with the necessary high chairs, kindergarten chairs, cribs, play pens, etc., all of which were purchased by the Works Progress Administration. Toys provided for interior play consist of educational blocks of all sizes and colors; a tricycle; kiddie cars; rocking horses; modeling clay; numerous small pulling toys; dolls books; stuffed toys; and a victrola for musical entertainment, all donated by interested friends.

On admission to the nursery each child is given an examination by a physician. Daily calls to the nursery are made by the doctor and each child is examined. Ailments are reported and treatments ordered. Any child who shows a temperature, or symptoms of any illness, is immediately isolated and, if necessary, is given hospitalization. Treatments of heads for pediculi is routine. Every two weeks each child is weighed and any increase or decrease in weight is noted. Since this nursery started, all children have gained in weight. One child of five, underweight, suffering from rickets and a rheumatic heart, has gained two pounds. This child, when

## LONG BRANCH DAY NURSERY (Continued)

entering the nursery, was unable to talk, but can now say a number of words and even make short sentences. Two children who are being treated for chronic otitis media have shown much improvement.

One two year old boy, found to be unable to see farther than ten inches because of myopia, was taken to a hospital clinic and fitted with glasses. Another child of eighteen months suffering from rickets so that he was scarcely able to stand alone, has gained three pounds and is able to run and play with the other children.

Parents leaving their children at the nursery have been requested to sign consent slips for the inoculation of diphtheria toxoid and vaccination.

Feeding problems, such as refusal to eat and ruminating of meals, are being eliminated by careful handling.

Many of the necessities required for the operation of this day nursery are donated by the people of the city. On January 25, 1936 open house was held at this nursery, the price of admission being a donation of some necessity required for the operation of the nursery.

The ages of the children range from six months to six years and include those of all races.

Self-reliance is taught whenever possible and even tiny tots of two years have been taught to help themselves in many ways.

The children take delight in coming to the nursery and call it "My School".

From November 25, 1935, the opening date of the Long Branch Day Nursery until registration was closed on April 15, 1936, eighty-six children were registered, and all but fifteen were found eligible for admission.

The aggregate pupil attendance days up to and including June 1, 1936 was two thousand seven hundred and eighty-one (2,781) representing forty-four families.

There are at present forty regular attendants with a daily average of twenty-four.

The parents, many of whom are W.P.A. workers, are well pleased with the project and eager to have their children continue in the Nursery. Many of the parents have said "We can work now, and feel that our children are perfectly safe and it certainly is a comfort".

The Nursery is well equipped and many donations are coming in.



LONG BRANCH DAY NURSERY

DAILY SCHEDULE

7:30 A.M. - 8:00 A.M.	Admission Care
8:15 A.M.	Breakfast
8:45 A.M. - 9:45 A.M.	Toilet, Baths, Weighing, Care
9:45 A.M.	Cod Liver Oil
10:00 A.M. - 10:30 A.M.	Doctor
10:30 A.M. - 11:30 A.M.	Outdoors
11:30 A.M. - 12:00 A.M.	Washed, toilet
12:00 P.M. - 12:30 P.M.	Dinner
1:00 P.M.	Toilet
1:30 P.M.	Nap - Older Children, Infants Bath
3:00 P.M.	Toilet, Milk
3:30 P.M. - 4:30 P.M.	Play
4:30 P.M.	Washed & Teeth Brushed

SATURDAY

7:30 A.M. - 8:00 A.M.	Admission
8:15 A.M.	Breakfast
8:45 A.M. - 9:45 A.M.	Toilet, Bath
9:45 A.M.	Cod Liver Oil

DAY NURSERY--LAKEWOOD

Official Project #65-22-6394

Work Project #5-209

State Serial #5-15-5046

Description & Location--Lakewood Day Nursery

Sponsor--Lakewood Township Committee

Federal Funds \$2,906.00  
(Suppl) \$ 200.00

Number Employed:	Male	0
	Female	5
	Total	5

Mothers with small children, who cannot be left to shift for themselves, while the mothers are employed, either regularly or by the day, are urged to take advantage of the facilities offered by the day nursery. The principal aim of the program is to help the underprivileged children of less fortunate parents.

The rooms allotted to this project in the Municipal Building were transformed into large, airy, attractive quarters for the nursery. Cribs, toys, furniture and so forth donated by various individuals were painted and a small dining room was tastefully equipped with furnishings. The W.P.A. sewing room made curtains for the windows. Through the cooperation of various local organizations the play ground was fenced in and provided with sand boxes, a slide, benches and other outdoor equipment. The children spend the greater part of each clear day playing outdoors in this yard.

Since the opening of the nursery on April 14th, there has been an average daily attendance of from 20 to 25 children. The daily schedule includes fruit or tomato juice and cod liver oil at 10:00A.M.; wholesome dinners of raw vegetables and nourishing soups with meat twice a week and eggs once a week, also palatable and nutritive desserts and milk. In the middle of the afternoon, the children are given either milk or coco-malt with crackers. Milk is the only article required to be supplied by the parents. The meals are prepared in the Community Service Kitchen with the assistance of the W.P.A. chef on the Soup Kitchen project. For the first two weeks the food was provided by the Community Service and the over-seer of the room, subsequently weekly donations from individuals and service groups have been obtained.

After dinner each day the younger children rest for an hour or two, while the older children play outdoors when the weather permits.

D. W. NURSERY--LAKELAND

Since the operation of this nursery, it has been found that many families have taken advantage of this service which is beneficial to both the mother and the children. The mothers find that the removal of any responsibility or worry over the care of their children during the working hours, greatly improves their ability in their respective jobs.

PRINCETON DAY NURSERY

Official Project #65-22-6699

Work Project #7-361

State Serial #7-11-5058

Description & Location--Princeton Day Nursery

78 Leigh Street, Princeton, New Jersey

Sponsor--Borough of Princeton

Federal Funds \$1560.00

Number Employed:	Male	0
	Female	2
	Total	<u>2</u>

The Assistance to the Princeton Nursery School, 78 Leigh Street Princeton, New Jersey provides for One Assistant Matron and One Assistant Nurse. They are now taking care of 25 children from the poor and needy families of the Boro of Princeton while their Mothers go out to their daily work. These children are kept at the Nursery School for the entire day. They are taught to take proper care of themselves, and are provided with a well balanced meal at noon time.

This project, of course, is a small one but it is doing very commendable and satisfactory work.



MORRISTOWN DAY NURSERY

Official Project #65-22-6735

Work Project No. 3687 -6-296

State Serial #6-14-5060

Description & Location--Morristown Day Nursery

Sponsor--Morristown, New Jersey

Federal Funds \$5,257.00      Sponsor's Contribution \$1,123.00

Number Employed:	Male	1
	Female	7
	Total	8

The Municipal Day Nursery was started under W.P.A. on May 21, 1936. The work is of a continuous nature, and will employ besides a supervisor, two practical nurses, 1 cook, 1 utility man, and 3 domestics.

The project plans, when in full swing, to take a minimum of 30 children from relief homes in order to allow their mothers to work at private employment so that the family may be taken from relief.

The workers will work in two six hour shifts, from 7:00 A.M. to 1:00 P.M., and from 1:00 P.M. to 7:00 P.M. The food and milk served in the nursery will be contributed by local merchants.

At present the necessary preliminary preparations of getting the nursery in order, securing equipment, and making arrangements for the food and milk are being undertaken by the supervisor.

The project anticipates full operation within two weeks.

PARK PLANNING - SURVEY

Official Project #65-22-5668

Work Project #1-464

State Serial #1-16-5103

Description & Location - County park planning. Topographic and general surveys, engineering and landscape plans. Lambert's Castle, Paterson, N. J.

Sponsor - Board of Chosen Frecholders, Passaic County

Federal Funds \$12,812 Sponsors Contribution \$3,421.50

Number Employed:	Male	14
	Female	
	Total	<u>14</u>

Operations on this project began on January 27th, 1936.

The engineers and draftsmen on this project are making topographic field surveys and contour maps of the Passaic County Park System. These plans will be used in the preparation of a general plan for the future development and landscaping of the system.

Data is being compiled at the Office of the Passaic County Park Commission, Lambert's Castle, Paterson, N. J.

INTELLIGENCE TESTS OF PUBLIC SCHOOL CHILDREN--WOODBIDGE

Official Project #65-22-5374

Work Project #4-313

State Serial #4-12-5111

Description & Location--Make Intelligence test of Public School children in various Public Schools of Woodbridge Township. Located at School #11, Woodbridge, N. J.

Sponsor--Board of Education of Woodbridge Township.

Federal Funds \$1080.00

Sponsor's Contribution \$152.00 also Supervision of Supervising Principal, typewriters, desks, chairs, office supplies, light, heat, janitor service etc.

Number Employed:	Male	1
	Female	2
	Total	3

The task involved in this project is to bring up to date by checking and recording Intelligence tests of the school children in the School system, and institute a follow up and study of the problem pupil and thus forestall delinquency.

This project has been in operation since February 6, 1936.

To date, the results of pupils in the 1st, 4th and 7th grades, (approximately 1500 pupils), have been scored and checked. There still remains the task of classification and measurement of the results of these tests; also considerable statistical data to be worked up from same.

## HEALTH EDUCATIONAL TALKS--PARENTS

Official Project#65-22-3479

Work Project #3-261

State Serial #3-7-5074

Description & Location--Diphtheria Immunization & Collecting of  
Data, Newark, N. J.

Sponsor--Dept. of Public Works--Board of Health.

Federal Funds--\$63,252

Sponsors Contribution--\$656

Number Employed:	Male	0
	Female	73
	Total	73

The objectives of the project since its inception, November 20, 1935, are many:

- A. 1. Approximately 800 physicians, in Newark, were interviewed and 400 willingly cooperated in creating the Health Hour project as planned by the Board of Health. These physicians gave one hour per week, gratis, to the innoculating of those children sent in by the W.P.A. workers.
2. The anti-toxin was given, without cost, to these physicians by the Board of Health.
3. Those children of families on relief, and borderline cases, could be innoculated free of any charge.
4. Those who had no family physician could have innoculations at a minimum charge of \$1.00 per injection. Two injections were the average number needed.
- B. 31,125 children, six years of age and younger, were reported on by the personnel.
  1. The data as to the ages, correct addresses, and whether or not they were immunized against diphtheria was secured by visiting the home of every pre-school child on record in the City of Newark.
  2. Of those still unprotected, 41%, or 12,947, the interviewers endeavored to secure signed consents from parents to immunize these children. (See A-3&4)



3. 16%, or 2,090, children were immunized as a result of the first visit.
  4. 13,000 have had at least one re-visit.
  5. Third and fourth visits are or will be made.
- C. The city is divided into two districts. The personnel is also divided between these two districts and they use the election districts as a guide in visiting homes.
- D. The Board of Health has allowed two health inspectors to devote full time to direct the work of this project. The supervisor of the Board's inspectors devotes at least five hours every week to the directing and planning of the work.

DRIVER FOR CRIPPLED CHILDREN--TOMS RIVER

Official Project #65-22-3452

Work Project #5-118

State Serial #5-13-5027

Description & Location--Driver for Crippled Kiddies Bus, Ocean County.

Sponsor--Ocean County Board of Freeholders

Federal Funds \$600.00

Number Employed:	Male	1
	Female	0
		<u>1</u>

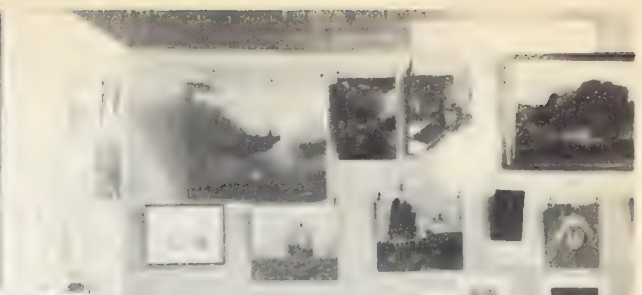
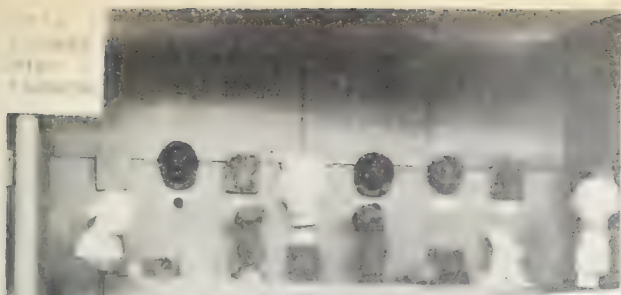
We consider this project one of the most important projects in District #5, while only a one man job, it was necessary to find the right man, one who would be kind, careful, and have the general interest of children at heart.

At any time, if you are in Ocean County, and you see a blue bus the size of a delivery car, kept slick and span, and generally with a group of young children, happy and delighted, you will know it is the Ocean County Health Department Crippled Kiddie car with their driver supplied by the U.S.A., one of the finest projects the government has ever sponsored.

This project was started in November 1935. The work, with the crippled kiddies done by the County, had become so great it was necessary to have a full time driver for transportation. Before this date the county had been using men supplied by the Works Division of the E.R.A. This was most unsatisfactory as all the men assigned were not competent to fill this position.

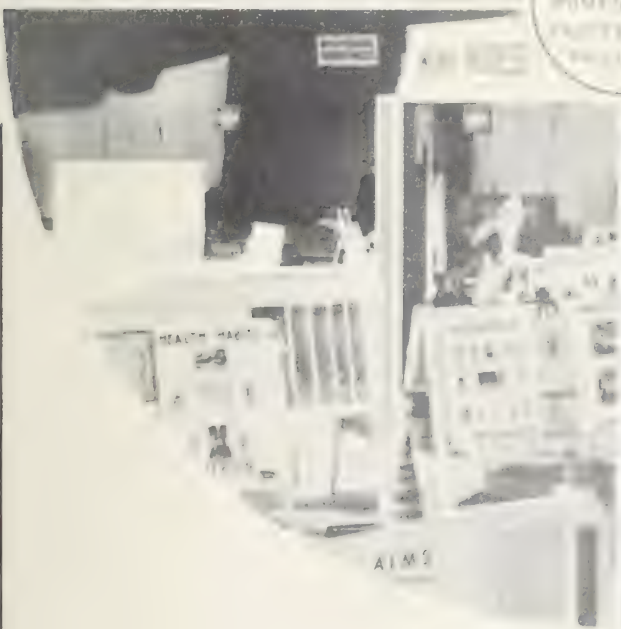
These children are taken three times a week to the Paul Kimball Hospital for physiotherapy treatments. They are transported from all sections of the county, from New Egypt on the west, Tuckerton on the south, Lakewood on the north, and Point Pleasant on the east. Once each month a clinic is held for the children under the direction of Dr. Nicholas S. Ranschoff of New York City, who is connected with the Hospital for Bone and Joint Diseases in New York City, also the Monmouth Memorial Hospital, Long Branch. The driver takes the children to the doctor's office in Elberon once each week and to the Monmouth Memorial Hospital to admit them when necessary for consultation.

Since this project has been in operation the driver has transported 797 cases for physiotherapy treatment, 85 to clinic, 30 to doctor's office and 93 for miscellaneous reasons.



W.P.A.  
NIGHT SCHOOL  
EXHIBIT  
PERTH AMBOY

THROUGH  
THE  
WOMEN'S AND  
PROFESSIONAL  
DIVISION



AIMS

# EDUCATION





## DRIVER FOR CRIPPLED CHILDREN--TOMS RIVER

The work has increased so greatly, the Board of Freeholders of Ocean County purchased, for the use of the Ocean County Health Department, a specially built bus to transport the children. This was made from one of the 1936 models of a closed delivery car. Glass was put in the sides and doors in the rear. Seats were placed along the sides and made high enough to be comfortable for their little legs.

It is one of the best pieces of welfare work that the county has done, as it meets a long required need. Previous to this, the children were taken in an ordinary touring car. They were much too crowded, and at times, very uncomfortable due to braces.

The Elks Lodge of Lakewood have supplied part of the equipment which is used in the Paul Kinball Hospital for the Physiotherapy work. Dr. Lehmacher, who was connected with the Lenox Hill Hospital, New York City, is the physiotherapist in charge. The nurses visit the homes of these children, talk with the mothers in regard to special exercises that the child should do at home.

Through kindness of the driver and through his personal friends, some of these children have been outfitted with clothing, some made by the W.F.A. sewing rooms. The children all love him and vie with each other as to who shall sit beside him in the bus as it is considered a great privilege. He carries the tiny ones, some on crutches, some with braces, to and from the bus at their homes and hospital. Many of these children are victims of poliomyelitis and others from deformities at birth, or some other physical handicap which has been discovered by the nurses. It so happens that this same driver is a chef by profession, and at Christmas time he made over two hundred and fifty pounds of Christmas candy in all shapes and forms and colors. Through a donation of friends he made it possible that each child received a gift along with their bag of candy, each girl a doll and the boys a toy or game. He is always doing some kind deed and the children really love him.

Recently a school bus was struck by a touring car. The blue bus was pressed into service and sixteen of the injured children were taken to a physician in a nearby community.

PREPARING SCHOOL LUNCHES FOR UNDERNOURISHED CHILDREN

Official Project #65-22-6235

Work Project #3-367

State Serial #3-7-5216

Description & Location - Preparing school lunches for under-nourished children in the Caldwell Township School.

Sponsor - Board of Education.

Federal Funds \$650.00 Sponsor's Contribution \$300.00

Number employed:	Male	0
	Female	<u>1</u>
	Total	<u>1</u>

Preparing and serving lunches for undernourished children in the Caldwell Township School is filling a great need in this country school where the children have to come a distance. The Parent-Teacher's Association has supplied the food and a W.P.A. worker cooks, serves and clears up. This project, in giving additional nourishment to the children of needy families at this time, may prevent serious physical breakdown later.

CAFETERIA ASSISTANCE, NORTH BRUNSWICK, N.J.

Official Project #65-22-1849

Work Project #901-4-122

State Serial #4-12-5055

Description & Location - Cafeteria Assistance in Lunch-rooms.  
Located in the Public Schools of  
North Brunswick Township.

Sponsor - North Brunswick Twp. Board of Education and the local  
Parent-Teachers Associations.

Federal Funds \$5,199.70 Sponsor's Contribution \$465.00 (Not in-  
cluding Cafeteria equipment, food,  
chairs, tables, light, heat, and jani-  
tor's service, etc.

Number employed:	Male	0
	Female	<u>11</u>
	Total	<u>11</u>

Task involved in Work & Details: Work consists of preparing and serving hot lunches to school children. The children who can afford it, pay a nominal price for the lunch. Those who cannot pay, also those whom the school Nurse advises are under-weight or under-nourished, are given free lunches. During the time this project has been in operation, there has been a very worthwhile improvement in the physical condition of most of the children whom the school Nurse recommended for free lunches.

Date Started: November 12, 1935

Approximate amount of work accomplished: 95% completed.

It is very desirable that the school lunches be continued during the next school year.

## PREPARING SCHOOL LUNCHES

Official Project #65-22-5207

Works Project #4-320

State Serial #4-12-5158

Description & Location - A project to employ unskilled cafeteria workers to operate a school lunch-room in the Grant School, Front Street, South Plainfield, New Jersey.

Sponsor - Board of Education

Federal Funds \$770.00      Sponsor's Contribution \$25.00 which does not include the costs involved in the use of stoves, tables, chairs, supervision, soap, towels, trays, fuel and food. Estimated cost of these items is about \$500.00

Number employed:	Male	0
	Female	<u>2</u>
	Total	2

Task involved in Work: The work in detail done by these people involves assistance to P.T.A. in preparing the food into sandwiches, soup, combination dishes, hot and cold, deserts, coffee, cocoa, cakes, wafers, etc. This food is made ready and is served to the children at the noon hour. The tables and benches in the lunch-room are cleaned before and after lunch. The dishes and equipment used are washed and put away for the day. The room is kept in order, windows cleaned and curtains laundered.

Date Started: Jan. 20, 1936

Approximate amount of work accomplished: Through this project the lunch-room was maintained for the Grant School from January 20, 1936 until May 29, 1936 when the work was suspended for the summer vacation. The workers were able to prepare many lunches and rendered very valuable service to the boys and girls of the school. The work continued for eighteen weeks during which time there were approximately ten thousand lunches served.

Volunteer workers from the P.T.A. gave supplemental help so that the lunch-room facilities continued uninterrupted until July first.

Our reports from the school health service show definitely that the regular hot lunch service has materially decreased the mal-nutrition conditions in this community among children.



SCHOOL CAFETERIA

Official Project #65-22-3942

Work Project #5-130

State Serial #5-13-5061

Description & Location - Assist in school cafeteria, Matawan High School.

Sponsor - Matawan Township Board of Education

Federal Funds \$846.00 Sponsor's Contribution \$354.00

Number employed:	Male	-
	Female	<u>2</u>
	Total	2

This project was inaugurated by the Parent-Teacher Association. It requested that the Works Progress Administration furnish it a cook and waitress in order that any money the Association might raise could be used to defray the costs of meals for underprivileged children. The project was started in order to furnish hot wholesome lunches to the students.

Between 60 and 70 meals per day were served in this cafeteria and the children and their parents were highly satisfied with the results.

The cook and waitress took a great interest in their jobs and in the students that patronized the cafeteria. It was suprising how economically the meals could be arranged. The Superintendent of Schools has complimented the Works Progress Administration very highly on the type of personnel furnished for this work and has expressed his wish to reopen this project in the fall when school opens.

PREPARING LUNCHES FOR UNDERNOURISHED CHILDREN

Official Project #65-22-6369

Works Project #9-241

State Serial #9-1-5079

Description & Location - Preparing and serving hot lunches for undernourished children from families on relief. Woodland Avenue School, Pleasantville.

Sponsor - Board of Education, Pleasantville, N. J.

Federal Funds \$312.00      Sponsor Control \$160.00

Number employed:	Male	-
	Female	<u>1</u>
	Total	1

During the period of operation of this project, approximately 21,000 lunches were served to the undernourished children from relief families who attended this school.

## SCHOOL CAFETERIA

Official Project #65-22-6156

Work Project #2748-7-274

State Serial #7-3-5031

Description & Location - Main Street, Mt. Holly, Supt. of County  
Schools.

Sponsor - N.J. State Board of Education

Federal Funds \$6,864.00 Sponsor's Contribution \$ -

Number employed: Male -  
Female 13  
Total 13

Assistance in the Cafeterias of the public schools in Burlington  
County.

This project employs 13 women to assist in the serving of meals in the Cafeterias in the various schools in Burlington County. Since the operation of this project, these women have served 13,949 meals to the children whose parents are on relief or are unemployed. The women are treating these children very kind, and is much appreciated by their parents.

This project is now temporarily suspended but will be put in operation again at the opening of the school term.

The Superintendent of schools for Burlington County is well pleased with the benefit that this project has given the children of the various schools, and had it not been for its operation, they would have been put into quite an embarrassing situation because of the financial curtailment.

SCHOOL CAFETERIA

Official Project #65-22-6237

Work Project #2749-7-275

State Serial #7-11-5053

Description & Location - Public Schools, Mercer County

Sponsor - New Jersey State Department of Public Instruction

Federal Funds \$7,692.00 Sponsor's Contribution \$ -

Number employed:	Male	-
	Female	<u>11</u>
	Total	<u>11</u>

Assistance in the Cafeterias of Public Schools in Mercer County.

This project employes 11 women to assist in the work in the Cafeterias in the various schools in Mercer County. The children who are given assistance are from families that are on relief and the unemployables. These women make it humanly possible in every way to make these children feel on a par with their classmates.

The number of meals served up until the closing period of the schools is 4200.

This project being a worthy one and of necessity because the Board of Education of the various Townships are unable to provide sufficient funds to carry on this work because of Restricted financial curtailment.



# GENERAL ADULT EDUCATION

Official Project #65-22-5271

Work Project #ST-54

State Serial #5107

Back to Work Symbol: 1814

Federal Funds: \$1,351,420. Sponsor's Contribution: None

Number Employed:	Male	445
	Female	494
	Total	939

1. EMERGENCY EDUCATION PROGRAM - The Emergency Education Program in New Jersey was started on January 6, 1936. Seventy-one (71) school districts in the State sponsored programs. General adult education classes were established in all of these units but classes in the remaining education projects, namely, Workers Education, Parent Education, Vocational Education and Literacy classes, were established in varying numbers in the seventy-one units.

The programs are all sponsored by Boards of Education and are under the direct supervision of the Superintendents of Schools or the Supervising Principals of the school districts in which located.

The Emergency Nursery Schools are sponsored by Boards of Education and are located in both school buildings and civic centers. There are twenty-nine (29) nursery schools in operation in the State. These schools are located in localities where there is the greatest need of health care for young children of relief families.

2. GENERAL ADMINISTRATION OF THE PROGRAM - The six (6) Education Projects are administered as State-Wide Projects by the Assistant State Director, in charge of Education Program and Projects, Division of Women's and Professional Projects at the W.P.A. State Headquarters. The Educational supervision of the projects is under the direction of the State Department of Public Inspection which sponsors the State-Wide Projects. There is a State Supervisor for each project and in the largest project, General Adult Education, there are Assistant State Supervisors assigned to specific areas of the State and to supervise colored education classes.

The local education programs are attracting students from all walks of life. Reports show that the youngest students are about sixteen years of age and the oldest one registered is eighty-three. The largest age group in attendance is the group in the late teens and twenties, though many middle aged people are attending classes in order to re-train themselves in specific arts or to broaden their general education.

3. ADMINISTRATION OF THE UNITS - The Superintendents of schools or the Supervising Principals in each school district assume the responsibility of Administering the program in accordance with the needs of the community. The direct administration of the schools in the district is done by a Principal assigned either by W.P.A. or, in some few cases in larger municipalities, assigned as an employee of the Board of Education. An adequate office and supervisory staff is assigned to each unit on the basis of the number of employees assigned as teachers. Janitor service is furnished by the W.P.A.

4. STUDENT PERSONNEL - The opportunities offered by Emergency Education Programs, as established in various communities, have met a wide response from the citizens. The classes have been established on the basis of need in the communities. Whenever there is sufficient demand for a class in an elementary or secondary school subject, the class is established and a teacher assigned to carry on the complete program of instruction in that subject. Many of the academic classes present a complete course as offered in the public schools while other classes of a vocational or appreciative nature have their courses of study determined by the needs and desires of the students.

A wide variety of student activities has been inaugurated in the many units. These activities too are formed to furnish an outlet for both special interests of students and as a source of social and cooperative contact. The activities are all organized and directed by student personnel and are entirely financed by the students who participate. Students are free to join in the activities of any club or organization.

5. CONCLUSION - A general over-view of the Education Program in this State shows that the units established are functioning with a considerable degree of success in meeting the needs of the municipalities where established. It is very apparent however that due to the late starting date of the program, much activity has been curtailed. This is mainly due to the fact that the long wait between the beginning of the ordinary school year in September and the date of starting, January 6, caused loss of morale and enthusiasm among both employees and students. It is evident that the program has relieved considerable suffering on the part of many employees who were in need of income and though eligible for relief would not apply for direct relief because of professional pride that exists among the teaching profession as in many other professions.



## WORKERS & VOCATIONAL EDUCATION

Official Project #65-22-5274

Work Project #St-51

State Serial #St-5015

Description & Location - Workers' and Vocational Education-State  
Wide

Sponsor: State Board of Education

Federal Funds \$44,072. Sponsor's Contribution \$ \_\_\_\_\_

Number Employed	Male	2
	Female	<u>3</u>
	Total	5

Trade and Technical Subject - (Men): About seventy five teachers were employed teaching the following industrial subjects: Pattern-making, Machine Shop, Carpentry, Cabinet Making, Architectural and Machine Drafting, Radio, Aeronautics, Auto Mechanics, Sheet Metal, Photography, Finger Printing, Landscaping, Electricity, Printing, Blue Print Reading, Engineering, Estimating, Sign Painting. There are many instances where men have received employment through the knowledge they received in the above classes. The instruction received in the Aeronautics classes has been quite instrumental in preparing many of the pupils for taking the examinations for the various types of aviation licenses. A number of men in these classes have also received employment with the Wright Aeronautical Corporation. The Machine Shop classes in Jersey City have also been responsible in placing a number of their pupils. In many cases the subjects were taken by the pupils to broaden their scope in their particular specialized fields; machine shop employees, blueprint reading, mechanical drawing; janitor and firemen, certain phases of engineering to qualify them for higher positions or help in their present ones. A number of the teachers have also received permanent positions largely due to the experience in teaching classes under this emergency project. Hidden teaching ability has been brought to light in many cases through this opportunity given to persons who though highly qualified in their knowledge of subject matter, but with no previous teaching experience.

Trade and Technical Subjects - (Women): About one hundred and fifty (150) teachers were employed in teaching - Sewing, Cooking, Needlecraft, Seat Weaving, Millinery, Textile Mending, Garment Pressing, Tailoring. The results achieved here proved of value both vocationally and as direct help to those who have to do with the problems of home-making, and was also responsible for some pupils receiving employment as well as widening the field of opportunity for the teachers.

## PARENT EDUCATION

Official Project #65-22-5276

Work Project #ST-50

State Serial #ST-5013

Description & Location - Parent Education in State of  
New Jersey

Sponsor - State Board of Education

Federal Funds \$63,784 Sponsors Contribution \$ none

Number Employed:	Male	
	Female	28
	Total	28

The aim of Parent Education is to bring adults up to date in their thinking about child growth and development, human behavior, family relationships, health, and social and economic problems as they relate to family life. In other words, Parent Education is a special approach to Adult Education from the standpoint of parent interests, needs and responsibilities.

These needs, carefully investigated by the Superintendent of Schools and his committee composed of Parent-teacher Association Executive Board members and teachers, were expressed and met as follows:

Pre-school needs to be met in playgroups for children while mothers study at:

Atlantic City - with four teachers, two white and two colored, three with nursery school background and one with speech training. Mothers learn by doing, taking turns in the play group and keeping home made files of recipes, gardening hints, current events, and handcrafts. Mothers have learned to help speech defects at home. The work in Atlantic City has been greatly aided by the fine cooperation of the Supervisor of Primary Education, who expects a much better entering class in September because of the Parent Education this year.

Perth Amboy - one teacher with large garden space near the foreign section has met the needs for better inter-racial relations.

Bayonne - one teacher in a foreign section where there is no nursery school.

Unadjusted children's needs met by calling together all parents of members of grades showing large percentage of maladjustment, at:

Lakewood - one teacher - arranged groups for parents in rural



## PARENT EDUCATION (Continued)

sections, even as far as five miles out from the school.

Manasquan - two teachers - made detailed studies in mental testing and learned that their sixth grade class had largest number of unadjusted children, so one meeting was held for parents of sixth grade children.

Perth Amboy - six teachers - weekly forums over a period of three months under the leadership of lawyers, schoolmen, recorders, Juvenile delinquency supervisors, recreation leaders, and State Supervisor of Parent Education, have reached the problems of all classes in Perth Amboy. The Parent Education teachers have also held very successful group meetings of second grade mothers, sixth grade mothers, junior high school mothers and high school mothers. At these meetings there was the hearty cooperation of teachers, school nurse and parents.

Bayonne - nine teachers, three day school teachers and six young Normal School graduates. A child study bureau has been formed. Weekly conferences of members of the child study bureau are held with the school psychologist, school nurse and doctor, parental home probation officer, police court representative, and representatives from the church welfare societies. Groups of foreign women are meeting at the school to the amazement and satisfaction of school principals. The homes of many Bayonne Children have been made much happier, and two or three broken homes have been mended. Better inter-racial relations have also been promoted. Parent Education in Bayonne has had the hearty cooperation and support of Superintendent Smith.

### Child guidance needs at:

Elizabeth - three teachers. Elizabeth teachers have developed child study classes.

### Training in family relationships at:

Cliffside - one teacher, has a comprehensive and balanced program of groups in family relations. She has succeeded in bringing together parents with very different social backgrounds. In studying the adolescent, family problems are aired in an impersonal way.

West Creek - one teacher, has done an outstanding piece of work in rural education. She has brought cheer and hope to people who had never crossed Main Street. She has helped them plan their flower gardens, paper their houses, file magazine articles, dress and feed their children. She has greatly raised the moral standards. West Creek activities in Adult Education were centered on the Parent Education Approach.

Pleasantville - one colored teacher, with a home nursing background and experience, did just as fine a piece of work in building better family relations for the Italians and Jews as for the negroes. She cooperated with the school nurse by bringing groups of parents to school

## PARENT EDUCATION (Continued)

to study health and by interesting them in filing clippings and preparing an exhibit. Another teacher was most interested in groups for the working mother, the Sunday School teachers, and practical helps for the underprivileged parent. She helped make a fine exhibit of Parent Education work in Pleasantville.

### Need for Mental Hygiene at:

Wanamassa - one teacher using mental hygiene for Parent Education in releasing parents through music and art.

### Survey of pre-school needs at:

Red Bank - three teachers, who are interested in securing the factual basis for sound community planning and action in the development of Parent Education.

Parent Education has made a place for itself in every community in which it has been inaugurated. Communities are seeking a permanent child study bureau, and Parent-teacher Associations have learned many valuable techniques from these trained workers. Schoolmen claim that group work with parents is far superior in solving adjustment problems to individual conferences.

## LITERACY EDUCATION

Official Project #65-22-5237

Work Project #St-55

State Serial #St-5014

Description: Literacy Classes in Emergency Education.

Sponsor: State Board of Education.

Federal Funds \$268,080.00 Sponsor's Contribution \$ -

Number employed:	Male	30
	Female	<u>174</u>
	Total	204

The New Jersey Literacy Project of the Works Progress Administration has endeavored to serve two general major purposes:

- (a) To develop or to increase facility in the use of the English language; speaking, reading, writing-in that order of importance-among underprivileged foreign born or American born adults.
- (b) To assist in the adjustment of the foreign born to American ideas and ideals of healthful, happy living, working and citizenship.

The project has reached widely diverse types varying from non-English speaking adults, illiterate in their native language, to university graduates, who have studied English in their native countries but wish to perfect its use. Both day and evening classes have been held in homes as in Bayonne and Cliffside Park, in club centers as in Roebling, in Y. M. H. A. and Y. W. C. A. centers as in Paterson and in other similar meeting places, as well as school buildings.

Home classes serve chiefly groups of women who because of native tradition, or of little children, or of small home-shops cannot readily attend regular centers. In some communities where school buildings were not made available, home classes were opened for both men and women. It is obvious that in some of these classes both content and English usage are important; in others it is only necessary to release, by developing facility in English, knowledge of a high order acquired in native lands. Citizenship privileges and duties per se, as well as preparation for naturalization proceedings, have been the content for many classes. The aim has been to present American ideals, to admit our shortcomings, and to stimulate new or coming citizens to an appreciation of their share in helping America realize her ideals so that we may benefit by their presence. Reports requested by the State Department of Public Instruction



indicate that some thirty-seven districts conducted classes for literacy, "Americanization" or "foreign born" groups, including about 229 classes. These figures are probably much below the actual totals, for some districts failed to report, and many districts reported such classes under heads not readily recognized as literacy groups, e.g.: elementary, ungraded, general English, reading and writing groups, special English, conversational English, etc. This was done sometimes to avoid the stigma certain areas found to be attached to the phrase foreign born, Americanization or literacy, and sometimes doubtless to avoid the lower rate of remuneration paid such teachers, it being maintained that such classes no more deserve the term elementary and its accompanying lower wage than do beginning German, French or Spanish in high school and general adult education classes. The literacy classes for Negroes have their own supervisors, but wherever such classes were found they were assisted, the teachers were always included in plans for the meetings, and their groups were reported to their State Supervisors for further contacts.

Regional and county teachers' meetings were held in Rahway, New Brunswick, Pleasantville, Vineland, Paterson, Jersey City, Newark, and Hillside, and local groups have been met in nearly every center employing a number of teachers, including Newark, Montclair, Hoboken, Bayonne, Jersey City, Union City, Hillside, Trenton, Somerville, Camden, Atlantic City, Garfield, Elizabeth, Perth Amboy, Manasquan. Individual conferences with teachers were held at schools and at the Hackensack office. Thirty-six bulletins of from one to five pages of sample material and instruction sheets have been prepared and distributed to teachers with Federal Bulletin "Educational Requirements for Citizenship." One hundred and fifty-two sample texts, reference books, work books and periodicals, useful in this field, have been assembled at the office for the teachers' use and have been carried to major conferences.



## SCHOOL NURSING

Official Project #65-22-1533

Work Project #1860 (St.12)

State Serial #5020

Description & Location--Statewide

Sponsor--N. J. State Department of Public Instruction Nursing

Federal Funds--\$94,080.00

Sponsors Contribution--Local administration and supervision,  
Office space and equipment, materials  
and supplies.

Number Employed:	Male	0
	Female	64
	Total	64

The Statewide School Nursing Project, a transfer from the Emergency Relief Administration, began operating under the Works Progress Administration as of November 15, 1935. Graduate registered nurses and Junior stenographers were assigned for work in rural and urban centers where no, or inadequate, school nursing service existed. Various phases of school nursing were developed, and are continuing in fourteen counties. The nature of health provision precludes the setting up of units of work which may be completed within a specified period of time.

During the period of November 15, 1935 - June 1, 1936 service was received by 133 school districts including 397 schools and 66,987 pupils. In each school, individual health records have been brought up-to-date, physicians have been assisted with health examinations, and parents notified of children's health handicaps and assisted in having them removed. Individual and group social welfare and health agencies have been approached in an endeavor to prove the health status of pupils. Teachers have been advised of pupils needs and assisted in improving the school environment.

## DAY NURSING (Continued)

Specific accomplishments reported are listed below:

Number visits to homes	-	18,683
Number of pupils to clinics	-	9,289
Number of pupils having had dental work completed	-	1,291
Number of pupils having secured glasses	-	1,061
Number of pupils having congenital cataracts removed	-	316
Number of pupils having had Mantoux tests	-	1,596
Number of pupils having had Schick tests	-	219
Number of pupils having had Tdoid	-	766
Number of pupils having been vaccinated	-	407
Number of clinics for examination of beginning pupils	-	77
Number of pupils to special schools	-	14
Number of First Aid treatments.	-	4,855

### Other accomplishments:

Brace secured for crippled child

Removal of congenital cataracts for two children

Each county in which the Project is operating is outlining plans for summer work. Summer increases the opportunity of seeing parents and having remediable difficulties remedied, especially for children who will enter school for the first time in September. In view of this it will be possible to retain the major portion of the present personnel, sixty-four, including 52 registered nurses and 12 junior stenographers. The largest number of workers employed on the Project at any one time was 77, 63 registered nurses and 14 junior stenographers.

## EMERGENCY NURSERY SCHOOLS

Official Project #65-22-5259

Work Project #ST 56

State Serial #5012

Description & Location--Statewide

Sponsor--Board of Education

Federal Funds \$156,228

Sponsor's Contribution \$3,500.00

Number Employed	Male	5
	Female	105
	Total	110

This has proven to be an exceedingly worthwhile year from the standpoint of accomplishment in each of the twenty-eight nursery schools scattered throughout the State. Great stress has been placed on health education with both the children in the schools and their parents. The accompanying health chart shows at a glance the splendid strides that have been made along that line.

At the end of each month, the head teacher in every Unit writes to the State Supervisor a "newsy" letter (rather than a formal report) telling of the outstanding happenings for the month in her school. The best of these letters is chosen, copied and sent into every Unit throughout the State.

The educational value to members of the teaching staff derived from this procedure is obvious and the interest that is being taken by the various head teachers in formulating these letters each month, splendid. I shall use excerpts from these monthly letters for the basis of this report, for they illustrate perfectly the real accomplishments being made in the various schools in both child guidance and parent education.

### EXCERPTS FROM REPORTS

"We have tried to make our children "traffic light" conscious. On our way to the boardwalk, we wait for the red light at each corner before crossing the street. During Safety Week, we had a few discussions about the lights, and about being careful at street corners. We visited the fire-house. The slide pole which the men use instead of stairs impressed them very much. We also had a few school fire-drills in which our children participated."



## EMERGENCY NURSERY SCHOOLS (Continued)

"Two of the parents visited the school last week. They were especially impressed by the eagerness with which all the children took the cod-liver oil and orange juice. They thought this quite remarkable since they had always experienced so much difficulty in coaxing their children to take cod-liver oil before they attended the nursery school. Also they were surprised to see the poise with which the children poured their fruit juices from the little pitcher provided for this purpose."

"Parents and observers are astonished at the independence of our children. People will not give children credit for their own intelligence and abilities. The mothers are beginning to realize that even the two year old can be taught to do certain things for himself and is not completely helpless and dependent. The children are learning to say "please" and "thank you", "good morning" and to shake hands and say "good-bye" when they leave."

"All of our children even down to our youngest can undress and dress themselves. Most all of them can lace up their shoes and put on their galoshes."

Our four year olds are becoming quite efficient at helping to set the table and serving trays. The children take turns and two of the children assist each day. They also help to put away the folded blankets, and to hang up the clean face clothes and towels. Each day one of the four year olds goes to the mail box in the office to get our mail."

"Our" train" project has been growing a pace this month. Crates were transformed into passenger cars, coal car, engine, to accomodate a large group. Good dramatic play ensued--amidst calls of "all aboard" and "choo-choo-choo" an engineer was always available to transport a "family" to any given destination, preferably New York City. Arriving in the city the train would be abandoned while the "mother" showed her children the sights, culminating generally in ice-cream cones for all, and then the return trip in the train."

"The nursery school is becoming more and more popular. Friends who teach in the public schools have told of numerous bulletins they receive praising the work done by the nursery schools and the fact that it is decidedly a growing concept in modern education. "

"The children's response to the various things has been of the most satisfactory results. The children, even the two year olds, are learning to dress and undress themselves with very little or no assistance, taking great pride in the accomplishments."

"Two mothers visited us one morning and told us they were much impressed by the fact that each child seemed to know just what he or she should do at the appointed time and each child was learning how to mix well with other children."



## EMERGENCY NURSERY SCHOOLS (Continued)

"We decided that we needed some markers to tell us just how far our playground extended. The children helped us make and paint nice red circles like the red lights in the street. We learned very quickly that we must stay inside the lights and stop when we see one, just as we do when we see one in the street. We have tried other things to keep them in bounds, but this has worked wonders and I think a great deal is due to the fact that the children helped make their signs."

"I was talking to a mother of one of our little colored girls, Betty, age 3 years. Voluntarily she said, "I want to tell you how much I appreciate what you are doing for Betty at nursery school. Betty used to be just a baby at home and I did everything for her. Since going to school she has gotten so that she wants to do everything for herself and keeps insisting 'I can put on my own coat', and 'Let me do that'. Her eating has been much better too."

"Our parents are showing more interest each day in our nursery school and the wonderful aid it is giving their children. They are constantly reminding us of their various appreciations. Practically every parent has something different for which to thank us."

"In the circle period, which is held at various times, the children are learning the primary colors and are taught by matching colored circles with objects of the same color. The older children have learned to recognize the letters in their names when shown."

"All of the children have gained in weight and we find that the children who attended school last winter have very slight or no colds this winter. This is a definite proof that the food, rest and cod-liver oil have raised their resistance."

The above excerpts show plainly that the real aims of a Nursery School program - namely - the safeguarding of a child's health, establishment of good habits in child and socialization of the child, are being carried out in our Emergency Nursery Schools and that excellent results are already forthcoming.

There are approximately 750 children receiving these benefits from our Emergency Nursery School program in New Jersey.

# MEDICAL INFORMATION TAKEN FROM THE FEDERAL EMERGENCY NURSERY SCHOOLS IN THE STATE OF NEW JERSEY

LOCATION	TUBER. TEST	TONSILS	VACCIN- ATIONS	DENTAL	IMMUN- ISED	OTHER
NEW BRUNSWICK, Neighborhood House	0	0	0	0	0	9 Shick Test
BAYONNE, School #5, Prospect Ave. W.	11	0	12	0	0	0
VINELAND, East Ave. School, East Ave.	0	0	18	0	8	0
PATERSON, Old School #4, Matlock St.	22	0	24	0	0	25 Anti-Toxin
VINELAND, H.L. Reber School, Plum St.	0	0	15	0	15	0
VINELAND, Library	0	0	16	0	3	0
DOVER, Academy St. School	2	0	15	0	0	14 Anti-Toxin
GARFIELD, School #7, Lincoln Pl.	0	0	19	0	20	0
MONTCLAIR, Jr.League Community House	0	0	13	0	23	0
MONTCLAIR, Minnie A. Lucy, Baldwin St.	0	0	3	0	17	0
BELLEVILLE, School #1	0	2	1	0	18	0
BELLEVILLE, Silver Lake Community H.	0	0	5	0	0	0
LODI, Columbus School, Westervelt Pl.	0	0	27	0	16	0
SUMMIT, Roosevelt School, Park Ave.	0	1	25	0	19	0
ATLANTIC CITY, Madison Ave. School	0	0	25	0	15	0
ATLANTIC CITY, Indiana Ave. School	0	1	8	0	11	0
ATLANTIC CITY, Texas Ave. School	0	1	0	3	0	28 Anti-Toxin
ATLANTIC CITY, New Jersey Ave. School	0	1	0	0	0	Circumcision
PALISADES PARK, Lindbergh School	0	3	20	3	10	0
HOBOKEN, Public School #3	3	4	25	0	20	0
JERSEY CITY, 61 Wayne Street	0	1	25	0	0	15 Anti-Toxin
JERSEY CITY, School #31, Hudson Blvd.	26	0	28	0	0	0
NEPTUNE TWP. Drummond Ave. Am.Legion	0	0	25	0	0	0
PLEASANTVILLE, Park Ave. School	0	3	0	3	0	0
PLEASANTVILLE, Woodland School	0	0	25	0	0	0
WOODBIDGE, Keasbey School, Keasbey	0	0	0	0	0	0
HAMILTON TWP. Klockner School	0	0	26	0	6	0
PERTH AMBOY, Shull School, Hall Ave.						

NOTE: There is an average enrollment of 25 to 30 children in each school.



DIVISION  
OF  
WOMEN'S AND  
PROFESSIONAL  
PROJECTS



NURSERY SCHOOLS







SUMMARY OF NEW JERSEY WORKS PROGRESS ADMINISTRATION  
EMERGENCY NURSERY SCHOOLS

When Susan, at the age of two years nine months, was brought into our Emergency Nursery School last year in October 1935, both she and her parents presented the workers in that Nursery School with a multitude of problems.

The Smiths, as we shall call the family, had started married life five years before in a three room apartment in a tenement section of one of our larger cities. Unfortunately as the family grew in numbers, the size of their living quarters remained stationary, so that when they were brought to our attention, there were eight persons living in the family group - all huddled together in the same three tenement house rooms. The family group consisted of Mr. and Mrs. Smith and their three children (ages four, two and three quarter and one and one-half years) Mrs. Smith's mother and middle aged Uncle and Mr. Smith's youngest brother. We mention this merely to bring to your attention the wide range of ages represented in this group - a situation which in itself would make living difficult - but coupled with this the fact that they were all crowded together in three small, dark, dingy rooms.

Was it any wonder that Susan at first definitely refused to join the other children in the Nursery in their afternoon nap? This little bundle of nerves had never known the real meaning of rest and every inch of her anemic, scabby, undernourished little body cried aloud for proper food, rest, care and attention.

Mrs. Smith was most reluctant to bring Susan to the Nursery because "it was so much bother" but Mr. Smith, whose ideas and ideals in life were quite different from those of his wife, had learned of the work of the Emergency Nursery Schools and insisted that curly haired Susan who was his pride and joy be brought to school every morning.

To watch not only the magnificent transformation in Susan in the year that followed but also the almost unbelievable change in the attitude and behavior of the adults in Susan's family was a real privilege and joy.

And what were some of the techniques and procedures which changed Susan in that period of ten months from an ill tempered, undernourished, unattractive little girl into the rosy cheeked, happy, thoroughly adorable little leader she is in her Nursery School group today.

First of all the daily health inspection of eyes, ears, nose, throat, body and head cleanliness brought us our first triumph. Susan's mother through tactful, earnest work by our nurse was brought for the first time in her life to see the real need and reasons for cleanliness and has become a "positive expert" in cleaning up not only Susan but the entire family and their living quarters.

Regular daily doses of cod liver oil and fruit juice together

with the cooked mid day meal which is specially planned by a person trained in dietetics have been contributing factors in bringing Susan's weight up to normal. It has been most interesting to see Mrs. Smiths' interest in correct foods develop through her contacts with our housekeeper. A copy of the mid day dinner we will feed the children for the entire week is prepared and taken into the homes with suggestions for well balanced breakfasts and suppers to supplement this meal. New ways we have suggested preparing food for the entire family have intrigued both Mrs. Smith and her Mother - with the result that meal time has become more than "eating time" at the Smiths'.

The outdoor play period each morning where Susan exercises the muscle of her growing little body on the climbing frames, see-saws, swings, walking planks etc., has done much to aid in her development.

The daily afternoon nap has long since become a definite part of Susan's day and you may imagine our joy when the Head Teacher visited Mrs. Smith in her home one afternoon around 2:00 P.M. a few months ago and found the other two children tucked away taking their nap - something which was unheard of in the Smith family until Nursery School entered their lives.

These are only a few of the procedures which are being used in the Emergency Nursery Schools to help build strong bodies and minds in the future citizens of America.

We are constantly confronted with a multiplication of Susan and her parents and realize our task is a most responsible one.

New Jersey is proud to have served over seven hundred children in the past year in her Emergency Nursery Schools and feels that this training represents the "ounce of prevention" which the old adage tells us is better than a "pound of cure".

GROUP VI

ART, LITERATURE AND RECREATION PROJECTS





## HISTORIC AMERICAN BUILDINGS SURVEY

Official Project    #265-6907

Works Project        #159-1-10

State Serial         #6020

Description & Location:    State Wide unit of Federal Project to  
measure and record historic structures

Sponsor:    National Park Service - Department of the Interior,  
Library of Congress and American Institute of Archi-  
tects

Federal Funds:    \$38,900.    Sponsor's Contribution:    Drawing  
sheets and some stationery

Number Employed:	Male	115
	Female	15
	Total	130

### BRIEF DESCRIPTION OF THE HISTORIC AMERICAN BUILDINGS SURVEY

The purpose of this Survey, which is National in character, is to investigate, compile the histories, measure and draw up the plans, elevations and details of the important historic and antique buildings of the United States which are rapidly disappearing. Comparatively few of these structures are saved by being preserved as museums or for exhibition purposes. All others will disappear into unrecorded oblivion through destruction or economic causes, unless recorded through the means of this Historic American Buildings Survey and filed in the Library of Congress as a permanent public record.

The task of preserving records of these historic monuments of America has become a work of vital necessity and a responsibility of the American people. Recognizing these conditions the National Park Service, Department of the Interior; the American Institute of Architects and the Library of Congress entered into an agreement to form a permanent organization for the continuation of the Historic American Buildings Survey, which had been launched as a National plan in November 1933 and operated as a Federal project for a few months under a Civil Works Appropriation and continued in 1934 under the Emergency Relief Administration, and in 1935 under the Works Progress Administration. This permanent organization to have the approval and disposition of all future graphic records and function through the cooperation of the Park Service, the Institute and the Library.

When the Survey records are completed they are deposited in the Library of Congress and as permanent records will be accessible to the public for research purposes.

The general scope of the Historic American Buildings Survey contemplates measuring and recording the complete field of early American Architecture from the earliest aboriginal structures to the latest buildings of the Greek revival period. The date 1860, selected as a final terminus, is more or less arbitrary as there may be individual buildings of a later date of a character worth recording.

The Federal Government through the Parks Service provides standard sheets for the drawings together with supplies for filing the historical data, and all labor and necessary travel expenses. Other supplies are furnished by the WORKS PROGRESS ADMINISTRATION. All office space, drafting tables, furniture, heat and light are provided free through the sponsorship of the New Jersey Chapter A.I.A. whose architect members are acting as Supervisors of the Survey and who donate their own offices or find space free of cost elsewhere.

This Survey has proven of immediate benefit in educating the public to the need of preserving and restoring if possible those buildings which are rich in historic associations and as such must be considered a heritage to be preserved for future generations.

This Survey will develop graphic and authentic data which will provide records for all time preservation of the State's historic and antique buildings and will thus be a form of insurance against the loss to posterity of the buildings and structures which were a part of the Nation's early history, and will also illustrate our cultural growth and development.

This Survey will provide historic records for the use of our public schools, libraries, museums and colleges and will also provide data from which future restorations may be made by the State or Government of those buildings which might well be preserved as typifying momentous historic work.

To date 1324 drawings, 121 field books, 98 histories, 257 photographs have been forwarded to the Library of Congress in Washington, D. C.

## HISTORICAL RECORDS SURVEY

Official Project #55-1703

Work Projects: St. 133, St. 144, St. 145, 1-543, 2-264  
3-416, 4-474, 5-211, 6-268, 7-321, 8-338, 9-247

State Serial #7202

Historical Records Survey - State of New Jersey

WPA Federal Sponsored Project #1

Federal Funds \$42,350. Sponsor Control WPA

Number Employed:	Male	156
	Female	<u>55</u>
	Total	211

This Project has practically completed one portion of its work. Inventories of the county offices have been ordered completed by June 15 and editing of these inventories will be completed by June 30.

There are a minimum of four workers in each of the 21 counties in New Jersey, with a maximum of 28 in the more densely populated counties, such as Hudson and Essex, and in the State Editorial Office. There is also a staff of workers in every State Government Office in Trenton. This makes a grand total of 211 working on this interesting Project.

In order to facilitate the work the Assistant State Director makes regular trips to every county seat, especially where work is lagging, and checks on the reasons for the delay. This has been found to be more effective than issuing instructions by letter. Workers are more enthused when a personal interest in their problems is taken by an executive.

During the inventory work in the office of the Court of Chancery at the capital, a very famous and valuable historical document was discovered. This document had been missing over fifty years. The Elizabethtown Bill of Chancery was filed on April 15, 1745. It consists of 16 large pieces of parchment, each approximately three feet wide and two feet long; written in close script on both sides of sheet. It is the work of James Alexander, one of the great characters in the early history of New Jersey and New York. He was a member of the Council, Board of Proprietors, Naval Officer of the Port of Perth Amboy, and its first recorder. He served as Surveyor General, King's Attorney and in other public offices. He was a lawyer with an extensive practice that included the famous John Peter Zenger case on the freedom of the press. He was in business in New York, as was his wife, each charging the other for interchanges of credits. He was one of the founders of the American Philosophical Society together with Benjamin Franklin.

For a period of seven years before filing the bill, he gathered



the early history of the Province, traced the land titles and incorporated them in this document. In 1747, James Parker of Woodbridge, New Jersey's first official printer, published the Bill in a large folio volume of 178 pages. The original diaries and minutes of Alexander's transactions are in the New Jersey and New York Historical Societies.

About forty years ago, Joseph P. Bradley, then an old New Jersey lawyer, stated that many years prior to that time, he had seen the bill being cut in strips by a junior clerk in the office and used for writs. Since then it has been missing. The bill was found in the vault of the Chancery Court between the top of a filing cabinet and the ceiling. It was immediately taken to the office of the Chancellor and reposes in his safe.

The Historical Records Survey has also found an early law, - 1678 - with the signature of the then governor and Secretary of the Province. Several other laws have been found. The ancient laws of the State have been put up in dustproof packages after careful checking and inventory.

The Public Record Office of the State is being inventoried for the first time. Such state offices as Adjutant General's Bureau of Vital Statistics, and Courts of Chancery and Supreme Court are also being catalogued.

A strong effort is being made to inventory private collections and give the future historians, researchers and students, a guide post to the location of hitherto unknown material. The Stevens Collection at Hoboken has opened a new vista to materials relating to prices at the time of the Revolution.

Aside from revealing lost records and compiling inventories of historical material, this project has depicted the evolution of the United States into the great nation it is, and has stimulated the interest of the people connected with it. Many of our workers have indicated that a continuance of these efforts will become either their vocation or their avocation. Such interest and enthusiasm carries beyond mere personal or political boundaries and cannot be measured in value by the customary yardstick of monetary units.



## FEDERAL WRITERS PROJECT

Official Project      #65-1700

Work Project          #E.P.C.-1-ST-1-ST-2- 1 to 9

State Serial          #7201

State-Wide

Federal Funds through W.P.A. only.

Federal Funds:      \$121,750.00

Number Employed:      Male      138  
                                Female      53  
                                Total      191

The Federal Writers' Project of New Jersey is State Wide in its scope, and operates in all nine districts, into which the State is divided, with Editorial and Administrative offices located in Newark. This makes eleven projects in all, and at the present time the Writers' Project has 191 people working all over the State, 138 men and 53 women. For a period of five months, previous to this time, 257 people were carried on the payroll.

This state wide effort was under the direction of Mrs. Irene Fuhlbruegge. Through her leadership, the dummy of the New Jersey State Guide was sent to Washington on May 15, for inclusion in the National "American Guide".

To show the work involved, over ten million words were written and sent to the District Offices, to be rewritten and edited. From the District Offices this edited material was sent to the State Editorial Office in Newark for further correction and classification.

In the same accurate way, State Tours were laid out and mileage checked and re-checked. The tours included in the Guide not only cover the whole state of Jersey, but have been joined with those of other States to thus form a complete picture. Points of interest and all important cities, town and villages have also been thoroughly written up. This all required an indefatigable enthusiasm and concentration from all members of the project.

New Jersey is a state with a picturesque, historical background, and the vast number of interesting and historical facts which this Project brought to light were not only printed in the New Jersey papers, but also appeared in the newspapers of other states.

Following is a complete table of contents of the New Jersey Guide which was forwarded to Washington.

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I INTRODUCTION

II PHYSICAL CHARACTERISTICS

- a. Geology
- b. Paleontology
- c. Climate
- d. Geography
- e. Flora & Fauna

III HISTORY

- a. Archaeology: Indians
- b. History to Revolution
- c. To present
- d. Chronology

IV ETHNOLOGY

V GOVERNMENT

VI INDUSTRY & COMMERCE

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IX ARCHITECTURE

X TRANSPORTATION & COMMUNICATION

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XII POINTS OF INTEREST (Index)

XIII CITIES, TOWNS & VILLAGES

Atlantic City  
Bordentown  
Burlington  
Camden  
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Morristown  
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Passaic  
Paterson  
Perth Amboy  
Princeton  
Trenton

XIV      TOURS

- No.1      Newark to Trenton; via the Super Highway.  
Optional; via Elizabeth and New Brunswick.
- No.2      "The Ocean Highway" Perth Amboy to Atlantic  
City and Cape May; via Freehold and Lakewood.  
Optional; see Tour #23.
- No.3      George Washington Bridge to Port Jervis, N.Y.,  
via Paterson, Pompton and Sussex.
- No.4      Milford, Pa., Montague, N.J., to Newark and  
New York; via Newton and Morristown.
- No.5      Newark (New York) to Delaware Water Gap; via  
Morristown, Hackettstown and Blainstown.
- No.6      Delaware Water Gap (Portland, Pa.) to Newark  
and New York; via Buttzville, Washington,  
Somerville and Elizabeth.
- No.7      Jersey City to Bear Mountain, N.J., via North  
Bergen, Leonia and Oradell.
- No.8      Tappan, N.Y. to Bayonne; via Haworth, Engle-  
wood and Fort Lee.
- No.9      Trenton to Asbury Park; via Hightstown and  
Freehold.
- No.10     Trenton to Atlantic City; via Hammonton and  
Egg Harbor City.
- No.11     Trenton to Delaware Water Gap, (Portland, Pa.)  
via Lambertville, Flemington and Washington.
- No.12     Trenton to Port Jervis, N.Y., via Princeton,  
Somerville and Newton.
- No.13     Newark to Pennsville (Ferry to New Castle, Del.)  
via New Brunswick, Hightstown and Camden.

- No.14 Camden to Point Pleasant; via Mt.Holly,  
Wrightstown and Lakewood.
- No.15 Camden to Toms River; via Haddonfield and  
Lakehurst.
- No.16 Camden to Atlantic City and Cape May; via  
Glassboro, Malaga, Mays Landing or Millville.
- No.17 Camden to Salem; via Woodbury and Woodstown.
- No.18 Camden to Atlantic City; via Lawnside, Hammonton  
and Egg Harbor City.
- No.19 Pennsville (Ferry from New Castle, Del.) to  
Cape May; via Salem, Millville and Port Elizabeth.
- No.20 Newark to Phillipsburg (Easton, Pa.) via Somerville  
and Clinton.
- No.21 Newark to Delaware Water Gap (Portland, Pa.) via  
Montclair, Dover, Netcong and Hackettstown.
- No.22 Delaware Water Gap (Portland, Pa.) to Port Jervis,  
N.Y., via Blairstown, Newton and Branchville.
- No.23 (Option to portion of Route #2 Super) South  
Amboy to Toms River; via Atlantic Highlands,  
Asbury Park and Manasquan.
- No.24 Newark to Port Jervis, N.Y., via Montclair,  
Pompton Plains and Sussex.

XV	OUTDOOR RECREATION
XVI	BIBLIOGRAPHY
XVII	MAPS & ILLUSTRATIONS (50 each)
XVIII	INDEX



## HAIL, AMERICA!

Beacon through the darkness gleaming!  
Guide-star of the earth's oppressed!  
Token of the world's redeeming!  
By thy radiance all are blessed.  
Fervently we pledge to thee  
Life, and deathless loyalty.

Nation of supreme devotion  
To forlorn humanity!  
Staunch assailant of oppression!  
Fount and store of Liberty!  
Great Defender, slow to wrath,  
Manhood's hopes attend thy path.

On thee rests our sure reliance;  
In thy valor we rejoice;  
Despots fear when thy defiance  
Speeds on Freedom's thrilling voice.  
Mighty champion of the free,  
Hail, America, to thee!

Edwin F. Schofield

Federal Writers' Project  
District #3  
New Jersey.



## FEDERAL ART PROJECT - NEW JERSEY

Official Project #65-22-1699

Work Project #104-135

State Serial #7000-7001

Description & Location: Statewide - Federal Art Project.

Sponsor: Federal Government.

Federal Funds: \$34,000.00

Number Employed: 122 persons.

### SOCIAL ASPECTS

There are aspects of the Federal Art Project in New Jersey which facts and figures could never reveal. For instance, for the first time in the history of the country, the artist is acknowledged to be a citizen, valuable to the community and worthy of support. Therefore, one can assume that an appreciation of the aesthetic has begun to be felt by the average layman. Secondly: The work of the artist has acquired significance in the democratic world. It has been made available to all tax-supported institutions so that children and adults find it a part of their every-day environment, whereas formerly, art was spelt with a capital A and relegated to museums or became the property of wealthy patrons only.

### PUBLIC BUILDINGS

There are few types of public buildings which have not availed themselves of the opportunity offered by the Federal Art Project. Public Schools, Hospitals, County Court Houses, Libraries, and Municipal Buildings, have received thousands of dollars worth of art work at a very minor cost to themselves, i.e., merely the actual cost of the paint, canvas, brushes, etc. The fact that more requests for works of art have come in than can possibly be filled augurs well for the reception given to completed projects.

### MOST INTERESTING PROJECTS

One of the largest projects, employing 11 artists and craftsmen, is to be formally presented to the New Brunswick Court House. It is logical that sculptural work of this nature should have been undertaken in a locality where the terra cotta industry has been functioning since the beginning of New Jersey history. There are 12 panels representing Wisdom, Prudence, Temperance, etc., and there is an exquisite frieze of beautifully modelled festoons of fruits and flowers, 260 feet long. Six medallions of oak and laurel leaves surround the base of the electric light fixtures. The Board of Freeholders has taken an active interest and has paid for the cost of materials. Other sculptural work has been installed in a Perth Amboy

High School (three very handsome low-relief panels showing students of all nations turning toward a figure representing Education) and low relief panels are being designed for public schools in Jersey City and also Paterson.

#### EFFECT ON CHILDREN

Plato said that the average person, if surrounded by masterpieces of art and architecture, "would imbibe a sense of decency and good taste." The effect on the children of the State, after contact with these works of art, will be of great value in their upbringing.

#### MURAL PAINTINGS

Mural Paintings are also being designed for school buildings. These include a series of charming nursery rhyme panels for the kindergartens of Camden, executed in lovely pastel tones. The kindergarten of the James Russel Lowell School in Teaneck will receive an arched panel of two little children in a meadow, surrounded by butterflies, flowers and birds, painted to portray exactly the objects represented so that the children may learn to name them. The children of one of the schools for crippled children in Newark also will find many familiar friends from fairy tales and fables on the walls of their class-room arranged in an interesting design of unusual originality.

#### CAPE MAY EXPERIMENT

The Schools of Cape May offer no art classes of any sort to the children of the County. Thus, an Art Education Project is fulfilling a very great need in that locality. Within two weeks after its inception, 150 children and adults were attending classes and more are seeking admission continually. Classes are held in various towns to make it possible for these people to attend. Instruction is given in art appreciation, wood-carving, painting and sculpture. It is interesting to note that an introduction to the whole rich and beautiful work of art is only open to the very poor of the County, and it is to be hoped that this pioneer work will prove to be an inspiration to the school boards in establishing art education in the schools. A very active group of interested citizens, organized into an Art League, have been the chief sponsor of the project.

#### VERONA SANITORIUM

A Mural Painting which ranks with the finest ever executed under private auspices or at great cost, is in process of creation on the walls of the Verona Mountain Sanatorium. Covering several hundred square feet of the walls of the Dining Hall, it will be a source of great pleasure and inspiration to the patients, and it is probable that visitors from all over the country will seek permission to view it.



### NEWARK AIRPORT

Wings over the World is a subject of vital current interest. The aspiration of man's soul to FLY has brought about a record of repeated failures, of triumphs, of death and destruction, of glorious adventure and amazing scientific invention. All this will be depicted on the walls of the Newark Airport. A new technique to suit new forms will be used; a combination of painting and photo-murals; dynamic forms as opposed to static, plastic rhythms evolved from aeronautic experience will appear in design and composition. Romantic episodes such as a balloon ascension made during Benjamin Franklin's visit to France will also be part of the series of murals.

### INDEX OF DESIGN

Thirty Artists are engaged in work on this project. They are scattered all over the State and are working in Hudson, Essex, Middlesex, Monmouth, Morris, Hunterdon, Somerset, Burlington, Camden and Cape May Counties. Special emphasis is being given to the early industries of the State, i.e., Metal Objects, Glass and Pottery making, etc. Its purpose is to record material of traditional and historical significance which has not heretofore been easily available for comprehensive study; material, which, because of its perishable nature stands in danger of being lost. It is not an historic compilation only, but it is to serve a functional purpose for the inspiration of artists, students and designers of the current times and current ideology. The belief is held that wherever we find design as an integral part of a locality, an expression of American culture is undoubtedly to be found. It will be a fascinating treasure hunt, this intensive research for examples of design, some quite ignored and neglected for years and their sources in many cases totally unknown to the majority of the public.

### WHAT OF THE ARTIST

A man 65 years old hitch-hikes 40 miles to a district office. He is to be dispossessed that week. A few years ago he was the owner of a successful business. The sale of this was effected and he expected to retire in comfort for the rest of his life. Crooked dealing and lawsuits wiped out everything and left him destitute. However, as a young man he had painted china and samples of exquisite craftsmanship convinced the representative of the Federal Art Project that he could be useful to the Index of Design. He was employed and from the first has turned in drawings which were so beautifully executed that they were accepted at once, without the usual training given the artists on these projects. He and his wife have been able to keep their home, and it is apparent to anyone seeing him that he has become adjusted to this work calling for the skill of his hand and eye. There are many others like him; artists whose morale have nearly gone but who have become rehabilitated through the art project. It is surely much less expensive to do it by this means than to send them to hospitals for care and treatment as psychiatric cases. Not only are they brought back to their former skillfulness, but by the friendly cooperation of supervising artists and experts, they are educated in some instances, to a further point than they have ever achieved. Occasionally an artist leaves the project for private and permanent work. It is probable that the exhibitions which

will be shown from time to time will attract the attention of the public to the work of certain artists, and that further offers for private employment will be forthcoming.

Thus, the project fulfills a three-fold purpose: (1) Rehabilitation and education of the artists and possibilities for private employment through exhibitions; (2) The beautification of public buildings; (3) An aroused interest in art on the part of the public.

\* \* \* \* \*

STATISTICAL SUMMARY

There are 35 projects employing 122 artists, i.e.,

29	Mural Painters
24	Sculptors
23	Easel & Graphic Artists
16	Educational Work
<u>30</u>	<u>Index of Design</u>
122	Total

PAINING MURALS FOR KINDERGARTEN SCHOOLS

Official Project #65-22-322

Work Project #680-8-82

State Serial #3-4-5018

Description & Location: Painting 17 Murals for Kindergarten Department of Sharp, Yorkship and Whittier Schools. Location; Camden City, New Jersey.

Sponsor: Board of Education of Camden City.

Federal Funds \$1,128.00 Sponsor's Contribution \$238.00

Number Employed: Male 1  
Female 1  
Total 2

The W.P.A. Project calling for the painting of 17 murals for the Kindergarten Department of Sharp, Yorkship and Whittier Schools in the City of Camden. This work involves an artistic portrayal of Nursery rhymes and imaginative stories for children. The Project was originally operated under the E.R.A.

The result of the work being done was to make more attractive Kindergarten classrooms of Camden's Elementary schools. The Murals will serve the purpose as basic in the informal teaching of reading, and story telling, also will serve the purpose in appealing to the imagination of children which from a psychological standpoint is basically sound.

Operations were started under the W.P.A. on November 6, 1935 and the work was completed on the Project about April 20, 1936.

The Board of Education have several times commented very favorably regarding the work that was done.





WORKS PROGRESS ADMINISTRATION  
STATE OF NEW JERSEY



FEDERAL ART



RECREATION PROJECTS -- TWENTY COUNTIES, NEW JERSEY

<u>COUNTY</u>	<u>OFFICIAL PROJECT #</u>	<u>WORK PROJECT #</u>	<u>STATE SERIAL #</u>
Atlantic	65-22-5014	9-82	9-1-5004
Bergen	65-22-4774	1-386	1-2-5005
Burlington	65-22-5013	7-241	7-3-5028
Camden	65-22-5011	8-235	8-4-5005
Cape May	65-22-6390	9-248	9-5-5007
Cumberland	65-22-5462	9-175	9-6-5001
Essex	65-22-5005	3-303	3-7-5154
Gloucester	65-22-5012	8-198	8-8-5030
Hudson	65-22-5164	2-189	2-9-5120
Hunterdon	65-22-5008	6-191	6-10-5002
Mercer	65-22-6265	7-307	7-11-5055
Middlesex	65-22-3564	4-224	4-12-5148
Monmouth	65-22-4388	5-139	5-13-5012
Morris	65-22-5009	6-193	6-14-5001
Ocean	65-22-5007	5-144	5-15-5007
Passaic	65-22-4360	1-349	1-16-5150
Somerset	65-22-5010	6-194	6-18-5003
Sussex	65-22-5403	1-403	1-19-5104
Union	65-22-5006	4-252	4-20-5011
Warren	65-22-4962	6-200	6-21-5005

Description & Location: Recreational -- 20 Counties

Sponsor: County Boards of Freeholders

Federal Funds: (Total for 20 Counties) \$1,076,426.00

Sponsor's Contribution: \*

Number Employed: (Total for 20 Counties)	Male	453
	Female	<u>322</u>
	Total	775

\* Co-Sponsors--Supply materials, equipment, and facilities.

GENERAL ACTIVITIES

Included in this category are instructions in Arts & Crafts; all forms of physical activities; Social & Special Dancing; Choral; Music; Dramatics; Nature Study Groups.

SPECIAL ACTIVITIES

Parent Education; Photography; Garden Club; Dressmaking; Lectures; Stamp Travel; Girl's Club; Tennis; Meetings with Play-ground Committees; Bird Conservation; Conferences; Nature Hike; Community Night; Boy's Clubs; Dramatic Tournament; Marionettes; Football Leagues; Dietetics, Nursery Schools and Playgrounds;



Hobby clubs; Organizing Classes; Boxing; Fencing; Boy Scout work; Hikes; Baseball; Woodwork; Leadership Training Classes; Paper-craft Clubs; Track Events; Wrestling; Swimming; Public Speaking; Debating; Reducing Classes; and all forms of physical activities.

#### SUMMARY FOR ALL COUNTIES

Recreation Projects operated by the Division of Women's & Professional Projects of the Works Progress Administration are providing the people of the State with opportunities for constructive use of their leisure. The aim of the program has been primarily to provide opportunities for the employment of those eligible and qualified to serve as recreation workers, to aid the unemployed in constructive use of their enforced leisure, to help reduce delinquency, and assist in making the community attractive to the individual.

The medium used by the W.P.A. Recreation Section to attain these ends was the creation of a well-planned diversified program of recreation, providing every opportunity for the promotion of one's hobbies and interests by participation in physical, mental, cultural, educational, social, and creative activities. The program being based on the principles of community organization, its development has been sound and every effort has been made to place the responsibility more and more on the community and less on the Federal Government. The response has demonstrated that a great many of the individuals of the communities are recognizing the problem of leisure, not only as a by-product of the depression, but as one which has come to stay.

Throughout the State, there are 337 sponsoring committees located in approximately the same number of communities who have undertaken the planning of the program to meet specific needs, supplying funds for facilities and equipment, and the far more important responsibility of persuading school boards to permit the use of school buildings and grounds after school hours. With their assistance, we have been able to obtain the use of 758 facilities throughout the State.

While we realize that figures very inadequately portray work of this type, still a partial picture may be obtained by the fact that 2,060,551 individuals under the age of sixteen and 1,441,178 over the age of sixteen have participated in our program to date.

To keep our workers abreast with the work of their assignment, regular staff meetings and schools of instruction are held in each county. Our instructors are qualified to teach the following subjects: Art & Crafts; Physical Activities; Social Dancing; Special Dancing; Choral; Music; Dramatics; Quoit Games, Oral Groups; Community Nights. These activities are conducted in each of the counties in which we are operating.





RECREATION





DIVISION  
OF  
WOMEN'S AND  
PROFESSIONAL  
PROJECTS



RECREATION





In addition to this, special activities and outstanding features form a part of the program of the different counties. Approximately 543 workers have been assigned to our supervision for recreational activities by the National Youth Administration.

# RECREATION SECTION REPORT

REPORT FOR PERIOD ENDING May 31, 1936

TOTAL ACTIVITIES 136,056

State Summary

TOTAL PARTICIPANTS 3,501,729

POPULATION approx. 4,000,000 TOTAL SPECTATORS & PARTICIPANTS 4,577,600

ACTIVITIES	NO. . CLASSES	PARTICIPANTS				REGIS- TRATION	SPECTA- TORS	TOTAL
		UNDER	UNDER	OVER	OVER			
		16 F	16 M	16 F	16 M			
*ARTS & CRAFTS	20579	125759	116453	56672	28450	17227	36575	363909
PHYSICAL ACTIVITIES	61196	350661	568189	136002	404569	60766	581027	2040448
DANCING SOCIAL	2992	37140	22349	75614	76160	7179	37993	249256
DANCING SPECIAL	4688	79003	27208	26265	16458	6296	49854	198788
*CHORAL	1920	15668	7974	15593	11393	1860	31810	82438
*MUSIC	4773	32385	22629	10733	11653	3475	23110	100510
*DRAMATICS	7772	41241	21061	41973	31082	5938	64897	200254
QUIET GAMES	21208	131625	217455	62335	132407	12253	45121	588943
ORAL GROUPS	3559	15908	20557	21958	18698	3680	8840	85961
COMMUNITY NIGHTS	1261	10745	10725	57815	62107	4310	35325	176717
**SPECIAL 1	3959	50805	66583	35582	52167	6164	124363	329500
**SPECIAL 2	2149	28458	39970	19753	35739	3404	36956	160876
TOTALS								
PREVIOUS TOTALS								
TOTALS TO DATE	136056	919398	1141153	560295	880883	132552	1075871	4577600

\*NON-PROFESSIONAL GROUPS

\*\*LIST BELOW OF REPORT WHAT SPECIAL ACTIVITIES ARE.

NO. OF DIFFERENT FACILITIES USED 758

NO. OF WORKERS 775 N.Y.A.--543

VOLUNTEERS 495

NO. OF SPONSORING COMMITTEES 337

TOTAL MEMBERSHIP 2138

PUBLIC RECREATION DEPARTMENTS - NO. AIDED 34

WORKS PROGRESS ADMINISTRATION  
STATE OF NEW JERSEY



BUILDING THEATRE SCENERY





FEDERAL THEATRE PROJECT

Official Project #65-1698

Work Project #St.-136

State Serial #St-7303

Descriptive Title: Federal Theatre Project for New Jersey

Name of Sponsoring Agency: W.P.A. Federal Project No. 1

Name of Cooperating Agency: Thirteen different non-profit making  
organizations

Federal Funds \$2,583.00 Sponsor's Contribution---

Number Employed:	Male	255
	Female	<u>104</u>
	Total	359

The Federal Theatre Project of the WPA produced 13 plays during the months of February to June 1, 1936. These performances, numbering 174 and attended by more than 253,400 persons included professional work in full length plays, Marionette shows and vaudeville bills.

The Project is divided into seven separate projects, with six different headquarter cities, covering nine counties in the State.

Those counties whose relief rolls did not show sufficient qualified professional theatre people to warrant a theatre project have not been disregarded. Such qualified people as they did have were taken onto the project nearest their County. Our plays have been looked through these counties in order that they might benefit by the Federal Theatre Project through our performances.

There are nine companies giving legitimate full length plays, one State-wide Marionette Troupe, five vaudeville units (one colored), two of which are integral parts of the legitimate troupes, their members playing small parts as needed with an occasional performer having the dual ability of being a stage technician and a vaudevillian.

Of these companies we have an all negro legitimate company in Newark and one in Camden, which also is capable of putting on a full evening of revue numbers or vaudeville acts. In Newark we also have an Italian speading unit presenting plays in Italian.

The thirteen plays produced to date have been carried in repertory over periods ranging from ten performances to three months bookings. The plays given include BROKEN DISHES and THE NIGHTCAP by the Jersey City companies; BROTHER MOSE by the colored unit of Newark; LA SANTARELLA by the Italian speaking company of Newark; ONCE A CROOK by what we might term the white unit; THE THIRTEENTH CHAIR and THE PATSY by the Hackensack Unit and SMILING THROUGH, THE GOOSE HANGS HIGH and THREE CORNERED MOON by

the Asbury Park Company.

At the present writing, LAFF THAT OFF is being rehearsed by the Newark second "White" company; COME SEVEN by the colored unit of Camden and THE LAST WARNING and the CCC CAMP MURDER MYSTERY by the Paterson Unit.

Jersey City plans to put one or two more plays into rehearsal shortly to replace their two current bills which have run three and a half months apiece. The Newark colored company will soon start rehearsing an original script written by one of the project workers of the New York Bureau of Research & Publication Division. Other companies plan changes of bill for the summer months.

During the winter and spring months, our paid performances were given for the most part throughout the State in Halls, school auditoriums and such places as could boast of adequate stage facilities. Only eight performances have been given in regular union theatres. Free performances have been given at CCC Camps (40 performances) asylums for the insane, hospitals, homes for crippled children, for the blind and other underprivileged groups.

For such paid performances as we had the admission charges varied from \$1.00 top through 10 cents with the average admission charge ranging from 25¢ for children through 40¢ on legitimate full length plays and vaudeville bills to 10¢ for children and twenty-five cents for adults for the Marionette Show.

During the summer months we have plays under way to meet the usual summer slump of show business. If the people won't go to the Theatre in the hot months, the Federal Theatre in New Jersey must go to them. Beginning July 5th the Marionette Troupe will make its headquarters in a little theatre building in the heart of Olympic Park in Irvington, N. J. A stone's throw away from the swimming pool and the "caterpillar" the troupe will do their three and "four a day". Negotiations are being made to acquire a tent for the Hackensack Company to play under, touring through Bergen County and perhaps into nearby counties which have no theatre project. Jersey City will alternate with performances on a Show Boat docked at Hoboken (where the New York City Federal Theatre Project plans to give vaudeville and revue bills) with tours into the lake resort towns of North Jersey.

The Camden companies have built a very practical and thoroughly adequate portable stage which they plan to transport from place to place in South Jersey, setting up shop in stadia and other outdoor gathering places making "community nights" the keynote of their appeal for summer crowds. Asbury Park will cater to the resort towns and summer vacationers of the South Jersey shore.



WORKS PROGRESS ADMINISTRATION  
STATE OF NEW JERSEY



MUSIC





SUPERVISING ACTIVITIES OF CHILDREN AT RECESS

Official Project #65-22-1546

Work Project #1261-4-178

State Serial #4-12-5054

Description & Location: Playground assistants, supervising activities of children at recess, lunch hour, physical training periods, and before and after school. Located at the public schools of North Brunswick Township.

Sponsor: North Brunswick Twp. Board of Education.

Federal Funds: \$3,010.00 Sponsor's Contribution: \$30.00 (Not including equipment, etc.)

Number Employed:	Male	0
	Female	<u>6</u>
	Total	6

Task involved in Work & Details:

Work consists of playing with the school children during recreation and physical training periods; teaching new games; suppressing any tendency to play too roughly; promoting co-operation and good-will on the playgrounds; and taking care of playground equipment. This last includes repairing any articles broken, cleaning those that have become soiled, etc.

Date Started: November 18, 1935 and as originally planned, is now approximately 95% completed. There will be a definite need for this project during the next school year.

It is gratifying to note that very few accidents have occurred on the school grounds during the period that this project has been in operation. There has not been a single accident of serious proportions.

## FEDERAL MUSIC PROJECT

Official Project #65-1701

(Authorization 403, Symbol 065035, Type of Work Symbol 1884)

Work Project #St.134	2-179	4-301	7-239
1-308	2-180	4-300	7-240
1-309	3-283	5-146	8-231
1-522	3-284	5-145	8-230
1-522	3-285	6-190	8-233
1-339	3-286	6-187	8-234
1-311	3-287	6-188	9-154
1-642	4-302	6-189	9-153
2-183	4-303	7-243	9-157

State Serial #St.7401	7410
7402	7404
7403	7405

Description & Location: Federal Music Project  
State of New Jersey

Sponsor: W.P.A. Federal Sponsored Project #1.

Federal Funds: \$544,000. Allotted Sponsor Control W.P.A.

Number Employed: Male	843
Female	<u>87</u>
Total	930

The thirty-four Projects of the W.P.A. Federal Music Project in the State of New Jersey consist of forty-three units embracing one symphony and eleven concert orchestras, four symphonic bands, twenty-two dance orchestras, one opera company and three music libraries. Included in the above are four orchestras assigned to work in the Federal Theatre Project. From the end of January (the date that accurate figures began to come in weekly) the number of concerts given was 3,959 and the attendance was 2,036,406. In addition, ten radio broadcasts have been performed over Station W N E W, and permission has been given for the broadcasting of sixteen more of the summer symphony "pop" concerts. The largest orchestra of the Newark Units, the Newark Civic Symphony Orchestra, has distinguished itself by a brilliant series of six Beethoven Concerts during which eight of the symphonies were presented, together with various concerti and overtures; the ninth symphony will be presented in the fall with a specially trained chorus. At the Beethoven Cycle Concerts the attendance was 7,100, an average of 1,183 persons for each concert; at the final two concerts several hundred people were turned away after three hundred standees had been admitted.

The Symphonic Bands in Jersey City, Trenton, Paterson, Atlantic City and Camden are furnishing regular summer concerts in public parks and the concert orchestras are at work in playgrounds and in outdoor affairs of all descriptions, particularly in conjunction with the Recrea-

tion Project.

The Opera Company, which has so far only performed excerpts from operas in concert form, is now preparing full fledged opera comique for presentation in July. Both the Newark Civic Symphony and the Essex County Opera Company have been charging small admissions with satisfactory results, public and press support being highly gratifying.

One of the best results of the Federal Music Project plans has been the great increase of technique in performance owing to the regular hours of rehearsal and the maintenance of musical discipline and a happy spirit in the units.

CLASSIFYING RECORDS - HISTORICAL

Official Project #65-22-3168

Work Project #781-8-87

State Serial #8-8-5005

Description & Location - Classify, Index, repair, etc., Historic Gloucester County documents and Museum specimens. Located at the City Hall, Woodbury, New Jersey.

Sponsor - Gloucester County Board of Freeholders

Federal Funds \$17,864.00 Sponsor's Contribution \$1,151.62

Number employed:	Male	12
	Female	<u>12</u>
	Total	<u>24</u>

This W.P.A. Project calls for classification, indexing and repairing of Historic Gloucester County documents and Museum specimens. This project was put into operation on November 7, 1935, taking up the work which was started under E.R.A. Project 8-F2-132. The work of this Project consists of repairing and classifying old Historical Gloucester County documents, such as, newspapers, deeds, record books, and typing necessary index and reference cards to classify these articles. This information will be of value to students and professors of American History, to lawyers searching old titles and deeds, and also to genealogists.

Very favorable comment has been received from Mr. Frank H. Steward, Custodian of records for Department of Public Records, State of New Jersey, and also from a number of the members of the Board of Freeholders of Gloucester County, expressing their appreciation of the co-operation of the Project workers and of the value to the County of the work that is being done.

No termination date has been set. There is much work yet to be done. It is felt that whatever amount is brought to completion will be of sufficient value to warrant the project.



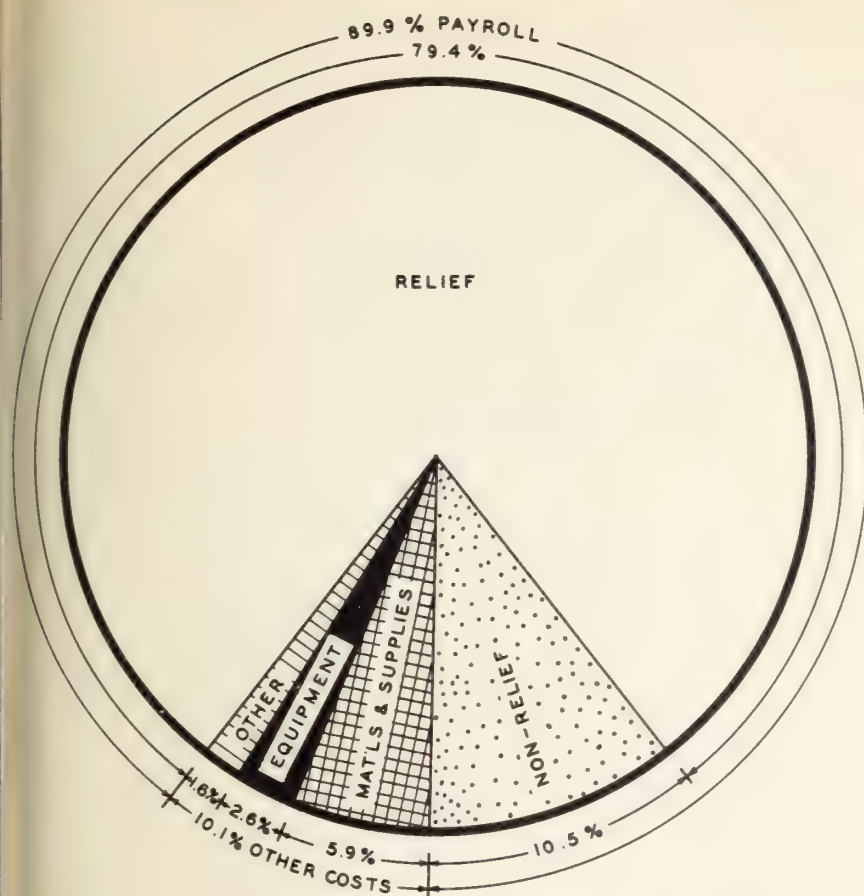
DIVISIONAL STATISTICS



## WOMEN'S AND PROFESSIONAL PROJECTS

## DISTRIBUTION OF WPA FUND ENCUMBERANCES

(FISCAL YEAR 1935-1936)

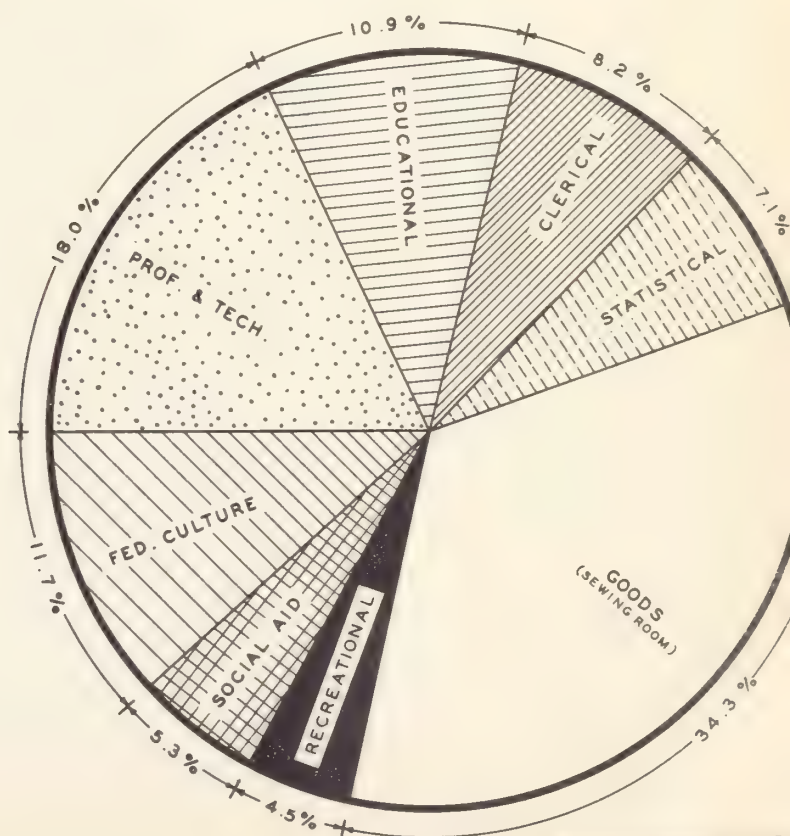


## TYPE OF EXPENDITURE

RELIEF PAYROLL	\$ 5,347,99
NON-RELIEF PAYROLL	712,51
TOTAL PAYROLL	6,060,50
MAT'L & SUPPLIES	394,40
EQUIPMENT	174,53
OTHER	109,72
TOTAL COST	6,739,17

## TYPE OF PROJECT

TOTAL	\$ 6,739,176.68
EDUCATIONAL	734,474.86
PROF. & TECH.	1,211,178.40
FED. CULTURE	791,498.29
SOCIAL AID	355,111.33
RECREATIONAL	304,279.29
GOODS (SEWING ROOM)	2,308,742.77
STATISTICAL	478,594.27
CLERICAL	555,297.47



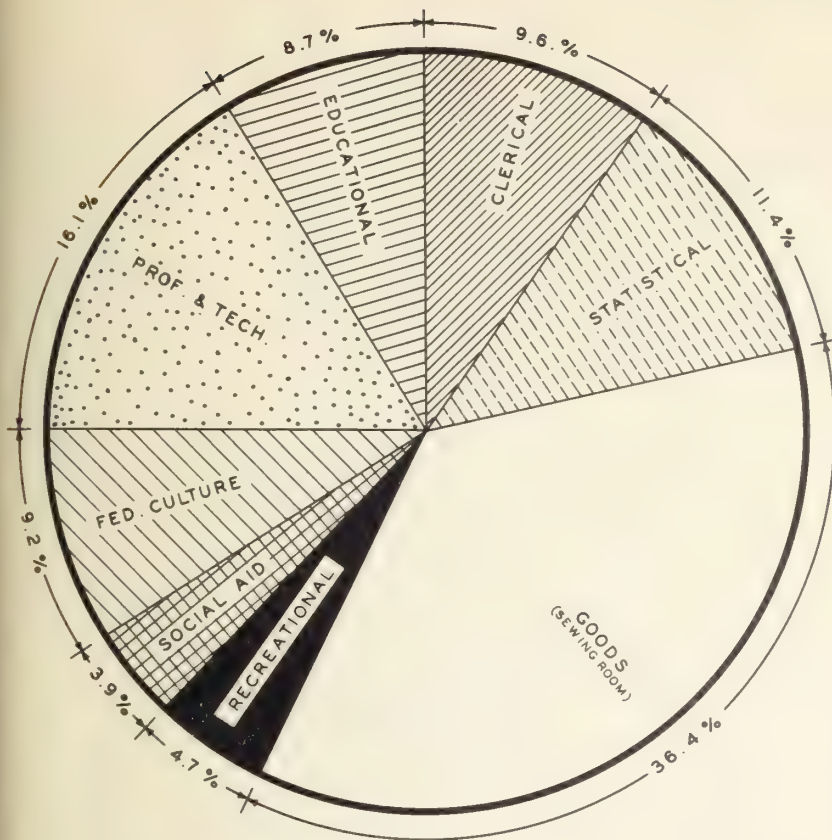




## WOMEN'S AND PROFESSIONAL PROJECTS

## DISTRIBUTION OF EMPLOYEES BY TYPE PROJECT

(FISCAL YEAR 1935-1936)

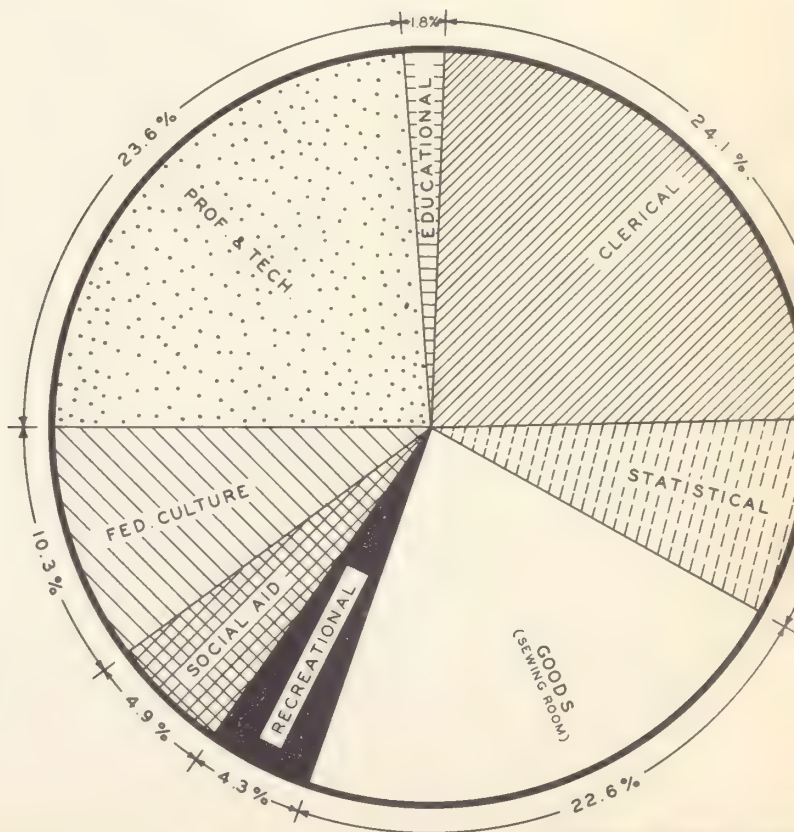


## EMPLOYEES BY TYPE PROJECT

TOTAL	17,8
EDUCATIONAL	1,5
PROF. & TECH.	2,8
FED. CULTURE	1,6
SOCIAL AID	7
RECREATIONAL	8
GOODS (SEWING ROOM)	5,4
STATISTICAL	2,0
CLERICAL	1,7

## TOTAL NO. PROJECTS BY TYPE

TOTAL	851
EDUCATIONAL	15
PROF. & TECH.	201
FED. CULTURE	88
SOCIAL AID	42
RECREATIONAL	37
GOODS (SEWING ROOM)	192
STATISTICAL	71
CLERICAL	205

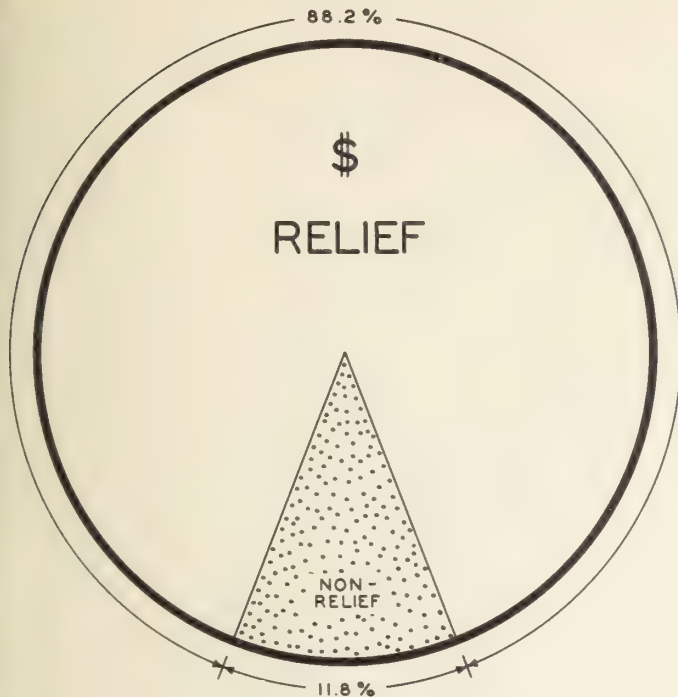




## WOMEN'S AND PROFESSIONAL PROJECTS

## DISTRIBUTION OF EMPLOYEES AND PAYROLL FUNDS

(FISCAL YEAR 1935-1936)



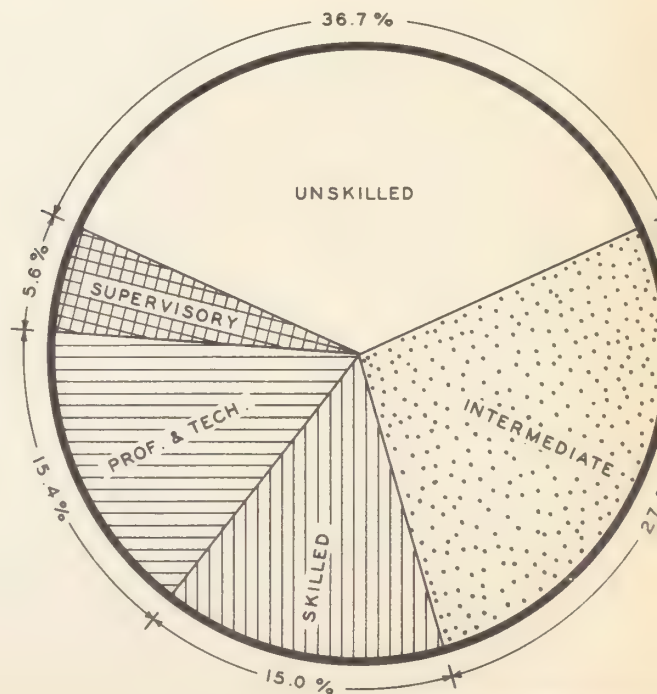
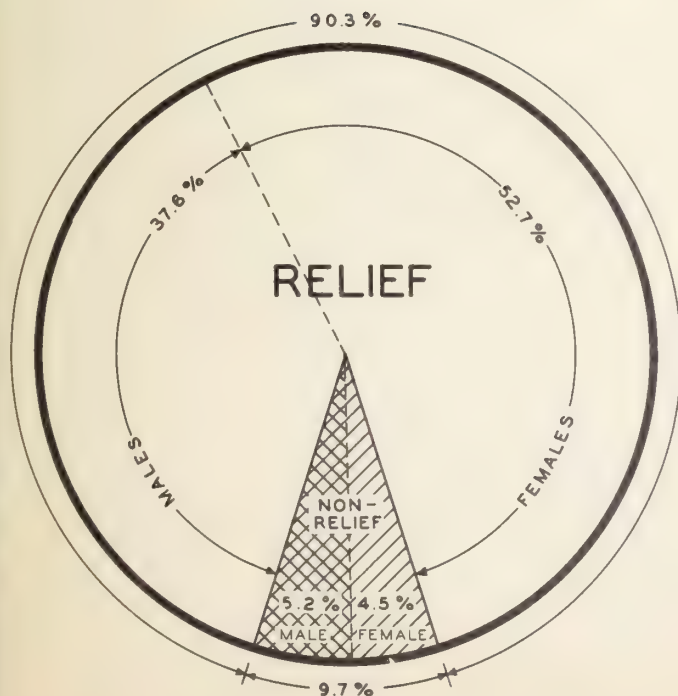
	AMOUNT
TOTAL PAYROLL	\$ 6,060,509.56
RELIEF PAYROLL	\$ 5,347,997.43
NON-RELIEF PAYROLL	\$ 712,512.13

TOTAL EMPLOYEES	17,853
RELIEF EMPLOYEES	16,125
NON-REL. EMPLOYEES	1,728

MALE	6,711
FEMALE	9,414
MALE	934
FEMALE	794

TOTAL EMPLOYEES	17,853
SUPERVISORY	1,005
PROF. & TECH.	2,756
SKILLED	2,671
INTERMEDIATE	4,880
UNSKILLED	6,541

## EMPLOYEES

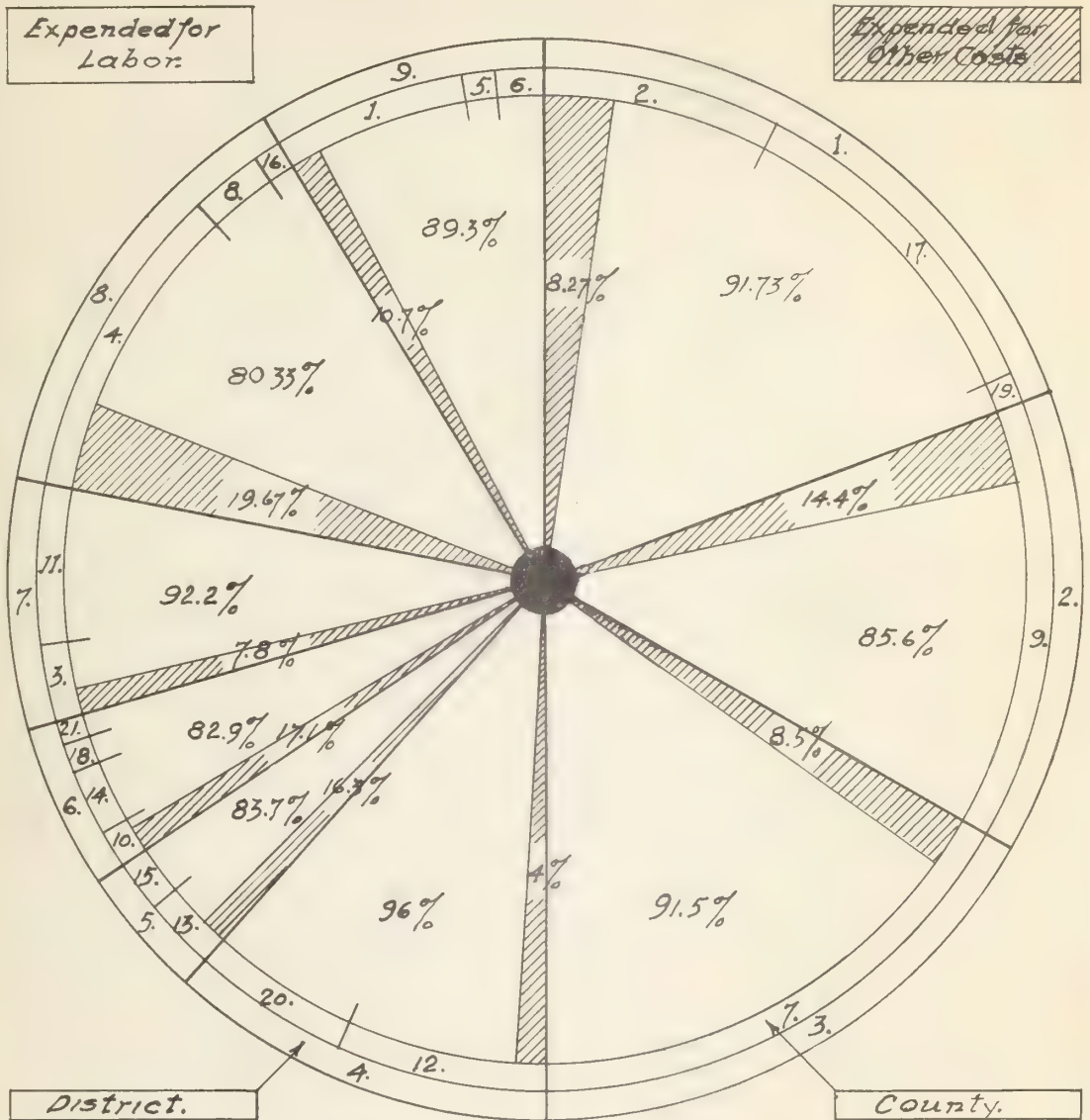






WORKS PROGRESS ADMINISTRATION  
NEW JERSEY  
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS

DISTRIBUTION OF FEDERAL FUNDS



County	County No	District No
Bergen.	2.	1.
Passaic.	17.	5.
Sussex.	19.	6.
Hudson.	9.	2.
Essex.	7.	3.
Middlesex.	12.	4.
Union.	20.	12.
Monmouth.	13.	1.
Ocean.	15.	2.
Hunterdon.	10.	3.
Morris.	14.	4.
Somerset.	18.	5.
Warren.	21.	6.
Burlington.	3.	7.
Mercer.	11.	8.
Camden.	4.	9.
Gloucester.	8.	10.
Salem.	16.	11.
Atlantic.	1.	12.
Cape May.	5.	13.
Cumberland.	6.	14.
County	County	District.



WOMENS AND PROFESSIONAL PROJECTS  
ANALYSIS OF ALL PROJECTS ON WHICH WORK  
HAS BEEN PERFORMED

W. P. A. FUNDS  
SUMMARY

LOCATION	NUMBER PROJECTS	W. P. A. LIMITATIONS	FUND ENCUMBRANCES PAYROLL	TOTAL	MALE	EMPLOYMENT FEMALE	TOTAL
STATE TOTAL	851	\$19,695,394	\$6,060,509.56	\$6,739,176.68	7,644	10,209	17,853
DISTRICT # 1	158	2,191,123	852,481.01	966,233.84	616	1,731	2,347
BERGEN CO.	97	669,496	329,005.88	364,371.52	267	639	906
PASSAIC CO.	58	1,505,383	516,590.63	594,803.57	339	1,087	1,426
SUSSEX CO.	3	16,244	6,884.50	7,058.75	10	5	15
DISTRICT # 2 HUDSON	47	2,136,488	642,623.12	741,827.38	821	1,359	2,180
DISTRICT # 3 ESSEX	103	3,312,678	810,625.77	885,309.19	1,178	1,438	2,616
DISTRICT # 4	154	1,360,029	577,040.50	597,900.35	761	682	1,443
MIDDLESEX CO.	96	771,892	338,919.76	345,207.50	486	337	823
UNION CO.	58	588,137	238,120.74	252,692.85	275	345	620
DISTRICT # 5	51	567,247	148,975.18	178,775.27	146	446	592
MONMOUTH CO.	33	356,566	93,615.09	116,535.45	103	260	363
OCEAN CO.	18	210,681	55,360.09	62,239.82	43	186	229
DISTRICT # 6	57	663,966	171,470.16	196,712.42	185	424	609
HUNTERDON CO.	4	24,523	5,088.53	6,706.91	8	13	21
MORRIS CO.	32	417,596	121,152.83	136,680.64	141	264	405
SOMERSET CO.	10	129,077	25,916.71	30,816.66	17	82	99
WARREN CO.	11	92,770	19,312.09	22,508.21	19	65	84
DISTRICT # 7	76	997,530	340,618.57	364,305.24	386	573	959
BURLINGTON CO.	25	340,727	95,135.27	108,258.79	79	246	325
MERCER CO.	51	656,803	245,483.30	256,046.45	307	327	634
DISTRICT # 8	96	1,640,515	544,104.99	648,105.78	440	1,042	1,482
CAMDEN CO.	69	1,154,779	415,695.69	492,013.59	380	643	1,023
GLOUCESTER CO.	21	415,584	113,564.26	136,186.64	58	325	383
SALEM CO.	6	70,152	14,845.04	19,899.55	2	74	76
DISTRICT # 9	49	841,755	364,948.95	402,520.36	283	886	1,169
ATLANTIC CO.	32	630,302	270,639.00	296,947.10	202	681	883
CAPE MAY CO.	6	75,183	29,036.22	33,280.07	21	56	77
CUMBERLAND CO.	11	136,270	65,273.73	72,293.19	60	149	209
STATE WIDE	60	5,984,063	1,607,621.31	1,757,486.85	2,828	1,628	4,456

DIVISION OF FINANCE & STATISTICS  
STATISTICAL SECTION

SHEET # 1



## APPENDIX I

## WOMENS AND PROFESSIONAL PROJECTS

ANALYSIS OF ALL PROJECTS ON WHICH WORK  
HAS BEEN PERFORMED

## W. P. A. FUNDS

WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	PAYROLL	ENCUMBRANCES TOTAL	EMPLOYMENT MALE	FEMALE	TOTAL
DISTRICT # 1, BERGEN CO.								
759-118	2094	1863	\$ 7,300.00	\$ 5,471.80	\$ 5,693.60	8	-	8
761-120	3152	1820	660.00	520.00	520.00	2	5	7
762-121	3153	1820	660.00	520.00	520.00	-	1	1
763-122	3173	1820	660.00	420.00	420.00	-	1	1
769-123	1705	1820	660.00	487.00	487.00	-	1	1
770-124	1722	1860	840.00	436.10	436.10	-	1	1
771-125	1781	1871	5,748.00	5,745.66	5,745.66	-	COMPLETED	
772-126	1782	1820	660.00	600.50	600.50	-	1	1
773-127	1728	1863	9,672.00	6,138.27	6,138.27	9	-	9
774-128	1712	1820	2,820.00	2,186.73	2,186.73	1	3	4
1066-150	2095	1863	6,345.00	5,471.07	5,471.07	8	-	8
1083-154	2080	1861	43,500.00	20,445.61	20,645.61	2	39	41
1240-205	1539	1820	660.00	422.50	422.50	-	3	3
1241-206	1557	1861	1,896.00	924.49	924.49	-	3	3
1242-207	1551	1820	660.00	447.25	447.25	-	1	1
1243-208	1552	1820	550.00	487.50	487.50	-	1	1
1244-209	1550	1820	660.00	461.10	461.10	-	1	1
1245-210	1545	1863	6,644.00	3,891.02	3,891.02	7	-	7
1246-211	1558	1820	660.00	640.90	640.90	-	COMPLETED	
1247-212	1537	1820	660.00	470.00	470.00	-	1	1
1682-273	3426	1911	8,895.00	5,789.05	6,858.94	-	16	16
1683-274	1848	1911	21,584.00	8,668.41	10,191.16	-	27	27
1684-275	1848	1911	10,638.00	8,359.56	9,903.34	-	26	26
1688-276	1848	1911	10,530.00	9,061.65	10,209.40	-	24	24
1689-277	1848	1911	26,731.00	18,346.73	21,841.32	2	48	50
1697-278	1848	1911	11,244.00	5,113.36	5,822.02	-	15	15
1775-282	3497	1863	7,848.00	3,893.76	3,893.76	6	-	6
2484-294	3286	1883	3,420.00	2,638.00	2,638.00	6	-	6
1857-296	3449	1820	220.00	214.75	214.75	-	COMPLETED	
1899-306	4387	1820	181.00	173.75	173.75	-	COMPLETED	
1923-308	1701	1884	29,992.00	29,218.02	29,218.02	41	6	47
1964-309	1701	1884	6,913.00	5,924.47	5,936.02	13	-	13
2017-327	4226	1820	694.00	690.67	690.67	-	COMPLETED	
2036-330	4928	1911	33,112.00	20,068.57	24,215.61	-	67	67
2037-331	4973	1911	30,880.00	22,440.54	26,115.53	-	65	65
2038-332	4900	1911	35,171.00	26,650.42	30,705.36	2	68	70
2039-333	4901	1911	23,264.00	14,264.96	16,614.20	-	39	39
2174-350	4998	1911	22,309.00	6,177.57	9,343.01	-	23	23
2175-351	5023	1911	19,233.00	5,147.31	8,203.55	-	22	22
2505-353	3286	1883	423.00	423.00	423.00	1	-	1
2208-357	4793	1881	1,206.00	300.00	300.00	-	1	1
2209-358	4794	1881	4,822.00	2,370.34	2,505.30	5	3	8
2210-359	4795	1881	1,548.00	437.50	437.50	-	-	-
2211-360	4796	1881	2,754.00	998.50	1,074.82	2	3	5
2245-361	4791	1881	1,206.00	564.00	564.00	1	2	3
2246-362	4792	1881	3,097.00	1,618.53	1,661.85	4	3	7
2215-373	4797	1881	2,234.00	856.79	870.44	1	1	2
2219-377	4811	1881	863.00	221.10	221.10	-	SUSPENDED	
2220-378	4799	1881	1,548.00	470.17	470.17	-	1	1
2222-380	4801	1881	863.00	206.25	206.25	-	SUSPENDED	



WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	ENCUMBRANCES TOTAL	EMPLOYMENT MALE	EMPLOYMENT FEMALE	EMPLOYMENT TOTAL
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# DISTRICT # 1, BERGEN CO.

2229-387	4775	1881	\$ 863.00	\$ 221.10	\$ 221.10		SUSPENDED	
2233-391	4779	1881	2,411.00	1,057.75	1,091.73	2	3	5
2235-394	4781	1881	1,205.00	337.67	337.67		SUSPENDED	
2239-397	4785	1881	1,206.00	371.00	371.00		SUSPENDED	
2241-399	4787	1881	2,068.00	492.68	492.68	-	1	1
2242-400	4788	1881	1,206.00	353.63	353.63	1	-	1
2243-401	4789	1881	2,411.00	527.67	540.47	1	-	1
2326-412	5378	1919	660.00	250.80	250.80	-	1	1
2346-414	5941	1820	363.00	308.00	308.00	-	1	1
2347-415	5944	1820	726.00	285.45	285.45	-	1	1
2351-417	5887	1820	726.00	357.50	357.50	-	1	1
2392-419	5216	1863	500.00	429.73	429.73		COMPLETED	
2441-437	5210	1820	6,140.00	2,865.25	2,865.25	1	7	8
2515-446	5196	1911	18,462.00	3,161.90	5,225.45	-	9	9
2598-455	6220	1863	2,992.00	2,612.08	2,612.08	6	-	6
2637-462	5735	1911	9,365.00	2,911.52	3,597.58	-	18	18
2711-473	6166	1863	840.00	567.70	567.70	2	-	2
2717-474	6023	1820	650.00	282.70	282.70	-	1	1
2760-475	6011	1875	3,024.00	2,127.22	2,127.22	6	-	6
2761-476	6006	1863	1,926.00	607.98	607.98	2	-	2
2762-477	5961	1820	31,274.00	4,476.99	4,570.99		COMPLETED	
2763-478	6012	1819	3,492.00	971.85	1,071.85	1	1	2
2781-480	6016	1863	750.00	513.56	513.56		COMPLETED	
2782-481	6020	1863	31,128.00	10,806.51	10,806.51	33	2	35
2783-482	6606	1820	780.00	71.50	71.50		DISCONTINUED	
2784-483	6607	1820	780.00	295.90	295.90	-	1	1
2785-484	6608	1820	650.00	263.45	263.45	-	1	1
2786-485	6614	1820	544.00	67.65	67.65		DISCONTINUED	
2787-486	6135	1911	16,529.00	5,037.44	5,369.85	-	23	23
2788-487	6121	1911	22,745.00	4,105.63	4,506.77	-	23	23
2789-488	6115	1820	1,560.00	420.20	420.20	-	1	1
2790-489	6120	1861	1,300.00	460.35	460.35	-	2	2
2791-490	6613	1820	780.00	302.50	302.50	-	1	1
2816-498	1699	1883	1,222.00	1,049.66	1,063.56	2	-	2
2817-499	1698	1882	14,400.00	9,951.92	10,642.81	17	7	24
2900-514	1699	1883	470.00	329.00	329.00	1	-	1
3009-521	6331	1820	5,700.00	1,000.19	1,000.19	-	5	5
3037-522	1701	1884	1,464.00	746.04	746.04	2	1	3
3114-532	6246	1871	2,292.00	2,040.29	2,040.29	6	1	7
3195-540	6410	1871	3,216.00	3,181.76	3,181.76		SUSPENDED	
3237-546	5380	1860	840.00	222.95	222.95	-	1	1
3252-548	6464	1863	3,534.00	1,805.44	1,805.44	7	-	7
3393-564	6529	1863	7,854.00	202.73	202.73	4	-	4
3596-600	6136	1816	1,020.00	85.00	85.00	-	1	1
3660-607	2177	1863	14,970.00	855.70	855.70		SUSPENDED	
3727-630	4100	1863	12,885.00	71.50	71.50	4	2	6
3766-636	5211	1922	14,235.00	2,039.61	2,339.61	48	1	49

# DISTRICT # 1, PASSAIC CO.

685-112	1713	1820	2,070.00	1,022.00	1,022.00		COMPLETED	
696-117	1955	1881	9,232.00	7,042.19	7,222.19	3	-	3
760-119	3162	1860	13,308.00	7,084.90	7,084.90	-	11	11
983-145	1775	1819	1,560.00	828.70	828.70	2	-	2
1067-151	1114	1820	5,268.00	2,058.21	2,058.21	6	-	6
1081-152	2081	1861	31,740.00	12,579.89	12,579.89	4	23	27
1232-197	1544	1860	30,468.00	18,376.38	18,376.38	2	28	30
1233-198	1548	1860	29,274.00	18,561.44	18,561.44	10	11	21
1234-199	940	1860	2,694.00	2,379.99	2,379.99	1	2	3
1572-236	1848	1911	19,818.00	13,365.05	16,429.60	-	21	21

WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	TOTAL	MALE	EMPLOYMENT FEMALE	TOTAL
DISTRICT # 1, PASSAIC CO.								
1573-237	1848	1911	\$ 19,818.00	\$ 14,822.60	\$ 16,262.00	-	40	40
1574-238	1848	1911	19,818.00	10,592.66	13,279.53	-	21	21
1575-239	3455	1890	17,520.00	7,766.96	7,766.96	23	-	23
1576-240	3457	1820	2,460.00	1,825.60	1,825.60		SUSPENDED	
1546-245	1848	1911	10,275.00	7,662.13	8,643.54		16	16
1547-246	1843	1911	31,015.00	17,007.48	20,788.19	1	24	25
1585-255	3495	1863	14,331.00	6,366.00	6,527.87	14	-	14
1587-256	3444	1820	2,220.00	842.30	842.30	2	-	2
1777-283	1848	1911	19,818.00	9,831.58	12,106.06	-	14	14
1900-307	4359	1863	9,648.00	4,514.01	4,514.01	6	1	7
1925-311	1701	1884	8,400.00	3,807.92	3,949.77	8	-	8
1953-314	4347	1911	20,766.00	14,711.90	17,050.12	-	39	39
2002-326	4416	1911	196,360.00	64,494.42	74,498.45	3	169	172
2018-328	4431	1863	10,986.00	4,151.13	4,237.19	8	-	8
2074-335	4905	1820	4,680.00	2,313.85	2,313.85	-	5	5
2075-336	4951	1820	2,730.00	1,867.85	1,867.85	-	4	4
2076-337	4929	1911	524,160.00	160,574.95	197,685.63	8	524	532
2077-338	4899	1911	11,967.00	4,636.00	5,895.27	-	11	11
2124-339	1701	1884	24,260.00	21,068.65	21,195.88	38	-	38
2162-349	4360	1881	55,706.00	15,375.30	15,801.00	35	18	53
2330-413	5942	1820	1,269.00	833.09	833.09		SUSPENDED	
2348-416	5945	1820	780.00	334.95	334.95	-	1	1
2405-420	5911	1820	585.00	316.80	316.80		COMPLETED	
2517-448	5248	1911	107,118.00	8,531.10	19,346.71	-	42	42
2654-464	5668	1864	12,812.00	4,632.53	4,697.53	11	-	11
2667-466	5943	1861	1,560.00	231.55	231.55		SUSPENDED	
2669-467	5218	1863	4,488.00	211.51	211.51		SUSPENDED	
2678-470	5217	1863	3,072.00	1,337.64	1,337.64	6	1	7
2687-471	5744	1863	7,308.00	340.22	340.22		SUSPENDED	
2764-479	5956	1820	1,800.00	1,423.33	1,423.33	5	1	6
2793-492	6134	1820	3,120.00	1,202.40	1,202.40	-	4	4
2794-494	6244	1929	51,621.00	2,930.01	2,951.51	-	16	16
2796-495	6232	1929	25,172.00	1,719.96	1,737.21	-	11	11
2797-496	6114	1863	1,870.00	1,035.42	1,035.42	5	-	5
2798-497	6219	1820	10,020.00	3,054.39	3,054.39	6	1	7
2818-500	1698	1882	14,508.00	8,649.94	9,089.95	24	3	27
2901-515	1699	1883	1,034.00	556.16	556.16	2	-	2
3196-541	6409	1871	3,822.00	3,317.92	3,317.92		SUSPENDED	
3224-543	1703	1873	4,502.00	2,599.74	2,599.74	19	1	20
3300-558	1699	1883	803.00	381.00	408.00	-	2	2
3433-568	6546	1864	13,098.00	1,455.43	1,455.43	9	3	12
3616-601	2196	1863	5,052.00	553.20	553.20	4	2	6
3658-605	2170	1863	8,319.00	149.27	149.27	2	-	2
3665-612	6736	1871	17,208.00	1,236.31	1,236.31	21	-	21
3699-623	2222	1911	21,376.00	271.51	528.82	-	8	8
3720-629	2214	1820	11,220.00	414.78	414.78	3	3	6
3794-638	5093	1922	6,925.00	1,700.28	1,700.28	36	-	36
1034-EPC #1	1700	1885	12,551.00	9,638.13	10,145.00	12	6	10

DISTRICT # 1, SUSSEX CO.

1082-153	2082	1861	600.00	321.45	321.45	-	1	1
1609-259	3494	1863	4,440.00	4,229.28	4,229.28	8	-	8
2363-403	5403	1881	11,204.00	2,333.77	2,508.02	10	5	15



WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	TOTAL	MALE	EMPLOYMENT FEMALE	TOTAL
DISTRICT # 2 HUDSON CO.								
764-60	3144	1863	\$68,759.00	\$21,659.34	\$21,659.34	37	-	37
765-61	3143	1860	8,050.00	6,141.27	6,141.27	-	11	11
768-64	3163	1863	100,431.00	30,474.12	30,474.12	56	13	69
775-65	1703	1863	4,788.00	1,075.37	1,075.37	5	-	5
776-66	1044	1820	3,360.00	2,624.50	2,624.50	1	5	6
969-102	2119	1864	1,800.00	981.00	981.00	2	-	2
1330-140	941	1861	860.00	831.34	831.34	SUSPENDED		
1331-141	1540	1820	1,734.00	1,573.70	1,573.70	4	-	4
1672-172	1848	1911	181,206.00	73,707.12	104,866.51	8	163	171
1701-173	3478	1863	12,226.00	4,166.31	4,428.73	11	-	11
1853-178	3387	1861	21,960.00	5,610.82	5,610.82	5	15	20
1927-179	1701	1884	24,876.00	21,613.47	21,690.47	38	3	41
1928-180	1701	1884	17,658.00	15,903.98	15,930.93	30	-	30
1944-181	1848	1911	228,684.00	85,174.53	116,488.65	11	217	228
1945-182	1848	1911	191,034.00	84,945.43	92,205.46	8	234	242
1926-183	1701	1884	30,596.00	27,223.43	27,605.21	51	-	51
2014-184	4920	1820	3,160.00	2,107.01	2,107.01	2	1	3
2034-185	4904	1820	6,132.00	3,860.75	3,860.75	-	13	13
2274-189	5164	1881	197,038.00	49,304.83	49,971.98	117	53	170
2333-192	5544	1820	1,040.00	686.40	686.40	1	1	2
2501-194	1699	1883	4,193.00	2,574.29	2,758.44	6	-	6
2502-195	1699	1883	6,675.00	2,809.52	3,021.66	8	1	9
2626-204	5940	1820	52,691.00	22,484.95	22,484.95	20	44	64
2652-205	5251	1863	18,252.00	4,350.75	4,350.75	8	-	8
2676-206	5782	1919	6,785.00	2,976.82	2,976.82	13	-	13
2685-207	5173	1863	25,484.00	1,730.30	2,930.30	8	-	8
2686-208	5094	1863	9,782.00	3,627.00	3,726.77	11	1	12
2694-209	5881	1820	39,924.00	13,854.16	13,854.16	1	45	46
2712-212	6168	1922	38,093.00	11,811.43	13,525.29	42	-	42
2765-214	6010	1820	20,916.00	7,473.50	7,651.53	10	6	16
2766-215	5959	1861	26,791.00	13,962.00	14,700.81	1	44	45
2777-216	5955	1820	3,656.00	476.50	476.50	3	3	6
2779-218	6133	1863	24,732.00	3,549.31	3,749.31	20	-	20
2801-220	6218	1820	37,740.00	15,833.34	15,880.54	10	33	43
2802-221	6217	1863	17,476.00	7,500.86	7,500.86	25	4	29
2820-222	1698	1882	28,345.00	17,027.52	19,636.87	39	12	51
3010-239	6306	1911	319,486.00	12,117.86	28,163.33	16	162	178
3063-244	1699	1883	1,628.00	188.00	283.70	1	-	1
3109-251	6333	1875	35,292.00	5,737.63	5,737.13	26	-	26
3110-252	6334	1820	76,128.00	16,752.23	16,752.23	17	71	88
3116-255	6327	1820	5,425.00	1,298.34	1,314.34	3	5	8
3225-264	1703	1873	4,185.00	1,257.39	1,357.39	22	2	24
3294-270	6591	1911	169,518.00	12,150.36	16,011.19	14	181	195
3301-274	1699	1883	1,480.00	303.00	303.00	2	-	2
3442-281	6674	1820	10,648.00	759.53	759.55	17	8	25
3704-326	2321	1820	18,070.00	-	-	72	1	73
1034-EPC #1	1700	1885	28,302.00	20,458.39	21,291.30	19	7	26
DISTRICT # 3 ESSEX CO.								
617-59	604	1820	1,200.00	559.28	559.28	-	1	1
618-60	606	1864	1,329.00	878.42	878.42	COMPLETED		
619-61	715	1862	4,250.00	1,030.05	1,030.05	COMPLETED		
625-67	1010	1820	4,357.00	2,063.28	2,063.28	COMPLETED		
815-82	1776	1863	376.00	60.61	60.61	COMPLETED		

WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	TOTAL	EMPLOYMENT MALE	FEMALE	TOTAL
DISTRICT # 3, ESSEX CO.								
816- 83	1033	1863	\$ 340.00	\$ 340.00	\$ 340.00		SUSPENDED	
817- 84	1996	1863	340.00	336.72	336.72		COMPLETED	
818- 85	1034	1820	1,170.00	1,109.25	1,109.25		COMPLETED	
819- 86	1011	1820	3,320.00	2,564.33	2,564.33	6	-	6
820- 87	1994	1861	7,320.00	4,023.25	4,023.25		SUSPENDED	
821- 88	1950	1863	2,198.00	1,294.48	1,294.48		COMPLETED	
822- 89	1993	1863	1,530.00	1,441.73	1,441.73	1	1	2
823- 90	3165	1820	10,980.00	1,596.85	1,596.85		COMPLETED	
824- 91	3148	1860	12,864.00	7,866.49	7,866.49	7	9	16
825- 92	1995	1820	66,216.00	37,501.80	37,501.80	2	77	79
826- 93	1848	1911	11,898.00	5,088.01	5,899.01	-	14	14
827- 94	1848	1911	20,553.00	9,899.34	11,997.32		COMPLETED	
828- 95	1848	1911	11,958.00	2,191.76	2,913.61		COMPLETED	
829- 96	1848	1911	15,278.00	9,521.88	10,370.95	1	25	26
830- 97	1848	1911	35,613.00	16,862.51	18,977.29	1	27	28
831- 98	1783	1863	5,074.00	2,561.64	2,582.64	6	-	6
832- 99	1697	1863	7,308.00	3,740.92	3,740.92	8	-	8
833-100	3146	1860	14,112.00	7,144.26	7,144.26	2	12	14
834-101	3147	1863	3,781.00	2,766.42	2,849.42	6	-	6
835-102	1012	1863	7,557.00	6,309.47	6,403.37	13	-	13
846-104	1778	1820	1,898.00	984.60	984.60		SUSPENDED	
847-105	1779	1820	1,560.00	1,305.89	1,305.89	-	2	2
1068-137	3172	1861	70,476.00	36,882.91	36,882.91	15	56	71
1094-151	1951	1862	11,600.00	3,482.73	3,482.73	3	3	6
1307-200	714	1820	1,560.00	904.50	904.50	-	2	2
1308-201	605	1864	3,240.00	1,354.97	1,354.97	1	-	1
1309-202	962	1863	300.00	300.00	300.00		COMPLETED	
1310-203	958	1861	2,202.00	1,256.30	1,256.30	2	1	3
1332-204	1559	1861	97,984.00	50,981.05	50,906.05	34	72	106
1700-260	3450	1863	2,240.00	2,192.88	2,192.88		DISCONTINUED	
1702-261	3479	1860	63,252.00	38,823.46	38,823.46	38	35	73
1872-277	1777	1861	2,580.00	1,206.44	1,206.44	2	1	3
1929-283	1701	1884	43,446.00	33,885.47	34,806.45	69	3	72
1930-284	1701	1884	33,245.00	27,320.21	27,941.15	49	1	50
1931-285	1701	1884	30,924.00	24,813.64	25,307.63	49	2	51
1932-286	1701	1884	65,914.00	50,115.47	51,695.42	65	29	94
1921-287	1701	1884	33,082.00	23,524.89	25,272.50	27	22	49
1933-288	3286	1883	2,550.00	1,395.26	1,395.26	4	-	4
1936-289	3286	1883	3,210.00	2,946.00	2,946.00	4	1	5
1955-294	4253	1860	2,580.00	1,013.65	1,013.65	-	3	3
1971-295	4399	1863	17,180.00	12,388.66	12,388.66	25	1	26
1972-296	4339	1820	3,120.00	1,145.40	1,145.40	3	-	3
2033-297	4902	1820	1,950.00	1,023.75	1,023.75	-	3	3
2035-298	4949	1863	12,908.00	9,402.39	9,402.39	20	-	20
2040-299	4950	1863	6,400.00	3,436.11	3,436.11	7	1	8
2057-300	4906	1863	16,854.00	4,624.74	4,945.04	11	1	12
2144-303	5005	1881	152,438.00	49,474.29	51,180.91	86	60	146
2165-304	1698	1882	96,631.00	61,506.03	68,288.67	108	36	144
2324-315	5729	1919	780.00	492.80	492.80	-	2	2
2426-319	1699	1883	5,838.00	4,744.83	5,150.14	8	6	14
2506-332	3286	1883	5,595.00	1,066.48	1,066.48	4	-	4
2503-333	3286	1883	3,102.00	2,801.18	3,085.39	6	-	6
2519-334	5848	1911	60,592.00	4,154.58	5,632.14	-	58	58
2521-336	5203	1911	1,430,702.00	60,729.29	96,001.55	28	478	506
2617-342	6157	1863	25,000.00	6,939.68	6,939.68	18	-	18
2679-346	5176	1871	3,600.00	1,532.22	1,607.22	7	-	7
2684-347	5175	1875	9,708.00	675.12	675.12	4	-	4
2688-348	5742	1863	7,542.00	2,786.89	2,786.89	12	-	12
2693-349	5840	1871	2,940.00	1,379.15	1,379.15	6	-	6
2695-350	5884	1820	7,800.00	2,342.13	2,342.13	2	8	10



WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	TOTAL	EMPLOYMENT MALE	FEMALE	TOTAL
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# DISTRICT # 3, ESSEX CO.

2713-352	538	1863	\$ 2,460.00	\$ 1,471.34	\$ 1,471.34	3	4	7
2714-353	5862	1860	37,056.00	2,237.35	2,237.35	2	10	12
2767-355	6013	1863	2,904.00	291.50	291.50		DISCONTINUED	
2768-356	5954	1863	11,894.00	5,234.10	5,299.35	24	-	24
2803-357	6236	1820	4,140.00	1,491.24	1,491.24	2	4	6
2804-358	6207	1873	5,432.00	837.64	837.64	2	3	5
2805-359	6132	1863	8,148.00	251.41	251.41		DISCONTINUED	
2806-360	6122	1863	645.00	88.00	88.00	2	1	3
2807-361	6242	1821	11,400.00	370.36	370.36		SUSPENDED	
2808-362	6216	1863	23,104.00	3,272.80	3,347.80	10	-	10
2809-363	6123	1820	9,100.00	915.47	915.47	-	4	4
2810-364	6241	1911	79,238.00	13,166.24	15,949.54	9	75	84
2811-365	6235	1911	80,691.00	15,616.16	18,446.67	1	83	84
2812-366	6131	1861	850.00	302.39	302.39	-	1	1
2813-367	6234	1929	650.00	150.14	150.14		DISCONTINUED	
2814-368	6022	1863	3,780.00	1,051.66	1,051.66	4	-	4
2815-369	6610	1820	1,560.00	643.50	643.50		DISCONTINUED	
2844-373	1699	1883	3,420.00	2,056.00	2,056.00	3	2	5
3112-388	6336	1820	1,310.00	797.16	797.16	-	3	3
3118-389	6320	1820	13,104.00	6,649.56	6,649.56	26	4	30
3119-390	6323	1911	28,580.00	3,897.12	5,533.41	1	27	28
391-391	6324	1911	90,596.00	12,121.40	14,027.44	1	73	74
3122-393	6313	1820	5,720.00	153.72	153.72	-	1	1
3123-394	6329	1820	3,120.00	412.72	412.72	2	1	3
3124-395	6316	1820	3,000.00	293.14	293.14	1	-	1
3170-402	6371	1911	11,815.00	1,334.07	1,740.94	10	1	11
3171-403	6366	1911	33,742.00	2,672.70	3,084.81	1	26	27
3182-404	6372	1863	4,807.00	1,069.93	1,110.43	11	1	12
3184-406	6395	1820	4,248.00	686.17	686.17	2	3	5
3187-409	6373	1863	13,496.00	2,321.74	2,624.94	18	2	20
3227-416	1703	1873	7,264.00	2,792.19	2,892.19	20	6	26
3253-425	6465	1861	2,580.00	353.86	353.86	2	1	3
3372-428	6572	1863	18,208.00	319.40	319.40		DISCONTINUED	
3373-429	6575	1864	3,567.00	385.48	385.48	4	4	8
3390-431	6599	1871	95,990.00	11,411.06	11,411.06	175	21	196
3474-435	6522	1820	16,860.00	821.46	821.46	8	6	14
3477-438	6569	1820	18,930.00	1,770.56	1,770.56	21	1	22
1034-EPC #1	1700	1885	53,744.00	45,126.24	50,545.64	43	17	60

# DISTRICT # 4, MIDDLESEX CO.

547-78	812	1864	5,838.00	5,250.14	5,250.14	3	2	5
553-84	836	1820	2,986.00	1,370.67	1,370.67	2	2	4
899-110	3170	1863	4,287.00	2,756.05	2,756.05	4	-	4
900-111	3175	1863	40,586.00	20,902.92	21,978.35	32	3	35
901-112	1849	1890	4,672.00	4,810.98	4,810.98	-	4	4
898-113	3149	1820	1,320.00	1,317.10	1,317.10		SUSPENDED	
902-114	1780	1874	3,432.00	1,998.52	1,998.52	1	3	4
903-115	1698	1864	840.00	618.69	618.69	1	-	1
904-116	1997	1820	2,760.00	2,759.90	2,759.90		COMPLETED	
905-117	1729	1820	5,089.00	3,950.30	3,950.30	4	5	9
911-123	3142	1820	6,600.00	6,710.21	6,710.21	2	6	8
1069-152	1049	1864	5,192.00	3,948.73	3,948.73	6	-	6
1257-174	695	1820	220.00	195.00	195.00		COMPLETED	
1258-175	944	1820	1,100.00	1,013.70	1,013.70	-	1	1
1259-176	1541	1863	6,450.00	5,092.93	5,092.93	8	-	8
1260-177	1542	1820	1,320.00	624.00	624.00		COMPLETED	
1261-178	1546	1881	2,970.00	2,705.85	2,705.85	-	6	6
1262-179	1543	1860	2,800.00	2,221.19	2,221.19	-	3	3
1673-220	3416	1911	20,734.00	8,089.57	9,415.13	+	20	21
1698-223	3414	1862	7,284.00	3,768.58	3,768.58	5	1	6

WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	ENCUMBRANCES TOTAL	MALE	EMPLOYMENT FEMALE	EMPLOYMENT TOTAL
DISTRICT # 4, MIDDLESEX CO.								
1699-224	3564	1881	\$ 122,792.00	\$ 43,754.62	\$ 44,475.02	60	32	92
1705-225	3442	1863	5,652.00	2,921.56	2,921.56	5	1	6
1848-245	3939	2490	2,640.00	1,834.00	1,834.00	4	-	4
1829-250	3385	1861	29,100.00	17,355.79	17,355.79	22	18	40
1935-251	3286	1883	2,688.00	1,348.74	1,348.74	2	-	2
1956-254	4227	1820	2,970.00	2,704.80	2,704.80	1	4	5
1957-255	4251	1820	2,640.00	1,747.80	1,747.80	-	4	4
1958-256	4252	1820	4,080.00	3,548.75	3,548.75	2	6	8
1973-259	4342	1820	3,335.00	2,322.17	2,322.17	3	1	4
1974-260	4267	1860	10,100.00	7,641.32	7,641.32	-	13	13
1975-261	4341	1820	4,254.00	4,012.70	4,012.70	-	2	2
1976-262	4385	1860	3,600.00	3,237.55	3,237.55	-	6	6
1977-263	4371	1874	7,524.00	4,587.76	4,587.76	3	6	9
1978-264	4398	1874	4,452.00	2,805.73	2,805.73	5	-	5
1979-265	4372	1874	5,016.00	2,021.26	2,021.26	2	1	3
1982-266	4357	1863	2,772.00	715.48	715.48	1	1	2
2003-271	4412	1874	2,340.00	1,379.18	1,379.18	3	-	3
2004-272	4421	1819	6,600.00	5,033.55	5,033.55	1	9	10
2005-273	4411	1863	15,624.00	8,723.59	8,723.59	15	-	15
2008-276	4825	1820	2,970.00	2,475.10	2,475.10	-	6	6
2009-277	4826	1820	1,320.00	761.25	761.25	-	2	2
2010-278	4824	1820	3,594.00	3,594.62	3,594.62	1	-	1
2020-280	4432	1863	22,128.00	15,633.17	15,633.17	32	-	32
2024-281	4831	1863	9,540.00	4,190.18	4,190.18	7	-	7
2041-283	4947	1820	5,990.00	4,101.69	4,101.69	1	7	8
2059-288	3941	1990	1,920.00	1,170.60	1,170.60	-	3	3
2129-302	1701	1884	18,546.00	16,035.82	16,208.47	30	2	32
2130-303	1701	1884	12,210.00	11,258.37	11,377.47	21	-	21
2325-310	5730	1919	1,320.00	643.50	643.50	-	2	2
2327-311	5946	1861	880.00	466.14	466.14	1	2	3
2334-312	5548	1820	1,320.00	1,245.20	1,245.20	1	2	3
2335-313	5374	1820	1,080.00	1,002.35	1,002.35	-	SUSPENDED	
2350-318	5885	1820	1,485.00	858.00	858.00	1	2	3
2385-319	5573	1820	1,188.00	515.90	515.90	2	-	2
2395-320	5207	1990	770.00	437.99	437.99	-	SUSPENDED	
2396-321	5097	1874	924.00	438.54	438.54	1	-	1
2400-323	5728	1820	440.00	310.52	310.52	-	1	1
2393-327	5035	1863	2,772.00	846.00	846.00	2	-	2
2418-328	6062	1874	11,496.00	2,500.06	2,500.06	7	1	8
2417-329	3286	1883	10,263.00	8,061.35	8,061.35	9	-	9
2485-342	3286	1883	6,621.00	5,246.25	5,476.99	5	-	5
2524-351	5649	1911	13,217.00	136.15	136.15	1	9	10
2576-353	4923	1911	27,665.00	6,399.27	6,937.83	-	31	31
2589-357	5201	1819	1,760.00	1,012.64	1,012.64	-	COMPLETED	
2609-362	5174	1874	2,268.00	798.65	798.65	3	-	3
2660-372	5214	1863	10,500.00	2,745.97	2,745.97	7	-	7
2662-374	5939	1864	3,708.00	1,006.47	1,006.47	2	1	3
2689-379	5050	1874	4,356.00	1,012.62	1,012.62	2	-	2
2696-381	5893	1820	4,320.00	1,790.70	1,790.70	5	1	6
2716-382	6057	1874	25,680.00	6,820.07	6,820.07	15	7	22
2721-385	6061	1820	2,640.00	827.47	827.47	2	1	3
2737-386	6017	1874	1,848.00	637.38	637.38	1	1	2
2738-387	6137	1871	3,696.00	1,625.44	1,625.44	4	-	4
2739-388	6609	1820	660.00	298.10	298.10	-	1	1
2741-390	6109	1863	9,322.00	2,208.61	2,367.44	5	-	5
2742-391	6605	1861	2,080.00	888.80	888.80	4	3	7
2769-395	5953	1820	880.00	375.10	375.10	1	-	1
2770-396	5958	1990	2,304.00	1,280.64	1,280.64	-	SUSPENDED	
2823-399	6021	1874	13,272.00	3,687.64	3,687.64	7	2	9
2995-435	1699	1883	470.00	376.00	376.00	-	1	1



WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	PAYROLL	ENCUMBRANCES TOTAL	MALE	EMPLOYMENT FEMALE	TOTAL
DISTRICT # 4, MIDDLESEX CO.								
3101-442	1699	1883	\$ 3,470.00	\$ 2,123.50	\$ 2,265.44	6	1	7
3130-445	6289	1874	5,015.00	1,519.06	1,519.06	4	2	6
3200-464	6367	1872	11,400.00	1,396.47	1,396.47	5	4	9
3228-474	1703	1873	5,422.00	2,777.14	2,877.14	9	8	17
3254-475	6466	1820	520.00	71.50	71.50	-	1	1
3479-521	6673	1820	11,178.00	14.40	14.40	26	4	30
3480-522	6600	1863	14,538.00	2,384.68	2,384.68	8	-	8
3481-523	6589	1820	5,340.00	2,138.60	2,138.60	28	4	32
3482-524	6085	1874	5,280.00	901.43	901.43	5	1	6
3606-561	2198	1911	20,178.00	531.09	826.28	1	19	20
3607-562	6520	1911	13,434.00	131.10	360.89	-	6	6
3608-563	6499	1871	520.00	143.00	143.00	2	1	3
3609-564	2197	1911	28,046.00	294.23	852.38	1	8	9
3610-565	6527	1911	12,914.00	196.86	467.40	1	14	15
3611-566	2203	1820	5,250.00	883.32	883.32	-	13	13
1034-EPC-#1	1700	1885	15,304.00	9,891.68	10,242.54	12	3	15
DISTRICT # 4, UNION CO.								
513-66	1848	1911	9,100.00	4,316.57	4,908.57	-	10	10
514-67	1848	1911	8,980.00	4,312.53	4,702.86	-	11	11
515-68	1848	1911	9,100.00	4,099.34	4,565.36	-	10	10
516-69	1848	1911	6,685.00	3,171.20	3,877.06	-	8	8
517-70	1848	1911	12,195.00	5,304.54	6,039.29	2	10	12
518-71	1848	1911	9,304.00	4,262.86	4,806.58	-	9	9
519-72	1848	1911	24,764.00	11,400.08	13,768.48	2	24	26
520-73	1848	1911	24,618.00	9,368.98	11,924.91	1	23	24
521-74	1848	1911	24,484.00	9,006.07	10,482.67	1	22	23
522-75	1848	1911	24,764.00	11,444.89	12,872.95	1	26	27
907-119	1952	1820	455.00	451.75	451.75	-	SUSPENDED	
908-120	3150	1863	11,088.00	5,713.17	5,713.17	8	1	9
909-121	1848	1911	30,205.00	13,686.78	15,418.08	7	21	28
910-122	3141	1820	3,120.00	770.61	770.61	-	SUSPENDED	
918-124	3171	1863	354.00	326.98	326.98	-	COMPLETED	
919-125	1725	1820	6,550.00	4,538.13	4,538.13	-	11	11
920-126	1774	1820	5,460.00	3,192.22	3,192.22	-	7	7
1675-221	1848	1911	6,614.00	2,922.17	3,468.48	-	7	7
1849-246	3443	1863	2,820.00	2,568.35	2,568.35	4	-	4
1828-249	3386	1861	10,764.00	10,232.31	10,232.31	20	-	20
2152-253	5006	1881	97,922.00	35,042.60	35,437.60	40	32	72
1959-257	1560	1863	10,536.00	5,352.80	5,352.80	11	-	11
1960-258	4340	1863	8,628.00	3,959.10	3,959.10	9	-	9
2006-274	4830	1873	11,760.00	4,728.11	4,728.11	4	6	10
2007-275	4829	1820	1,020.00	993.51	993.51	2	-	2
2013-279	3678	1864	732.00	701.16	701.16	-	SUSPENDED	
2025-282	4433	1861	1,170.00	1,263.50	1,263.50	-	3	3
2042-284	4953	1820	4,680.00	2,427.37	2,427.37	-	6	6
2056-286	4925	1919	9,288.00	4,914.00	4,914.00	11	-	11
2125-300	1701	1884	6,864.00	6,385.24	6,451.18	12	-	12
2128-301	1701	1884	22,536.00	18,696.13	18,809.13	34	3	37
2336-314	5535	1820	1,300.00	481.80	481.80	-	2	2
2337-315	5373	1820	1,950.00	947.37	947.37	-	3	3
2342-316	5861	1820	1,560.00	243.37	243.37	-	SUSPENDED	
2344-317	5768	1820	1,560.00	515.90	515.90	-	1	1
2401-324	5687	1820	1,560.00	515.07	515.07	1	1	2
2387-326	5208	1820	650.00	357.50	357.50	-	1	1
2423-330	5671	1820	7,020.00	3,213.64	3,213.64	2	7	9
2500-349	6116	1871	3,455.00	2,456.00	2,456.00	7	1	8
2577-354	5534	1820	7,020.00	1,828.73	1,828.73	3	4	7

WORK PROJECT	OFFICIAL NO PROJECT	WORK NO SYMBOL	FUND LIMITATIONS	ENOUMBRANCES PAYROLL	TOTAL	MALE	EMPLOYMENT FEMALE	TOTAL
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# DISTRICT # 4, UNION CO.

2578-358	5537	1820	\$ 4,920.00	\$ 1,288.75	\$ 1,288.75	3	1	4
2611-361	5757	1863	1,182.00	1,252.14	1,252.14		COMPLETED	
2648-368	5760	1820	2,600.00	2,277.00	2,277.00	7	-	7
2656-370	5670	1864	9,048.00	3,009.76	3,009.76	3	8	11
2664-376	5833	1863	7,440.00	336.15	336.15		SUSPENDED	
2668-377	5727	1929	3,960.00	1,699.09	1,699.09	2	6	8
2675-378	5859	1820	5,460.00	792.27	792.27	-	2	2
2718-383	6024	1820	5,460.00	1,779.52	1,779.52	6	-	6
2720-384	6060	1820	12,948.00	4,366.35	4,366.35	1	14	15
2743-392	6118	1861	4,164.00	132.30	132.30	3	-	3
2744-293	6119	1820	8,748.00	3,017.82	3,017.82	6	4	10
2775-398	5856	1863	20,508.00	1,851.50	1,851.50	9	-	9
3131-446	6247	1871	4,166.00	4,506.96	4,506.96	2	-	2
3172-463	6380	1911	21,888.00	3,050.86	3,228.71	1	22	23
3478-520	6671	1820	19,734.00	1,706.13	1,706.13	39	6	45
3483-525	6688	1864	7,596.00	864.24	864.24	11	-	11
3583-559	2199	1850	423.00	49.79	49.79	-	1	1
3605-560	6521	1911	15,257.00	2,768.00	308.72	-	11	11

# DISTRICT # 5, MONMOUTH CO.

591- 45	839	1861	1,400.00	655.85	827.04	-	2	2
660- 47	620	1820	1,200.00	711.26	711.26	-	2	2
661- 48	621	1864	1,356.00	816.00	816.00	2	-	2
669- 56	1055	1820	1,956.00	1,092.95	1,092.95	1	2	3
864- 71	1700	1816	5,441.00	2,629.91	3,168.71	-	8	8
868- 74	1708	1820	3,616.00	2,833.67	2,833.67	3	2	5
869- 75	2088	1864	4,896.00	2,338.45	2,338.45	4	1	5
892- 79	1702	1820	7,200.00	4,307.34	4,307.34	-	12	12
893- 80	1721	1919	2,271.00	797.94	1,040.65		SUSPENDED	
894- 81	3151	1863	3,756.00	1,916.61	1,916.61	5	-	5
895- 82	1714	1861	2,084.00	933.19	1,127.24	-	2	2
896- 83	2122	1820	2,556.00	1,384.00	1,384.00	2	1	3
866- 84	1699	1863	2,434.00	1,043.04	1,043.04	3	-	3
1577-108	3380	1861	8,556.00	3,599.12	3,599.12	-	9	9
1681-113	1848	1911	11,055.00	8,060.88	8,939.47	1	13	14
1980-128	4388	1881	27,168.00	5,938.43	6,220.43	11	8	19
2012-130	3942	1990	846.00	465.30	465.30	-	2	2
2054-133	1556	1875	1,356.00	565.50	565.50	1	-	1
2055-134	1054	1860	5,868.00	3,082.69	3,082.69	-	8	8
2168-146	1701	1884	9,246.00	7,828.49	7,958.44	18	2	20
1815-153	4418	1911	15,048.00	3,831.87	6,091.90	1	18	19
2328-161	5574	1861	1,200.00	418.00	418.00	-	2	2
2391-165	5669	1863	1,800.00	708.65	708.65	3	-	3
2406-167	5912	1820	1,380.00	437.24	437.24	1	1	2
2525-176	1848	1911	17,621.00	3,013.55	5,246.87	-	21	21
2535-179	5200	1911	22,540.00	2,739.17	4,651.79	1	26	27
2537-181	5738	1911	124,812.00	11,188.30	19,549.39	2	58	60
2538-182	5060	1911	46,540.00	6,715.73	11,380.57	1	42	43
2590-188	5363	1820	1,200.00	289.80	289.80	2	-	2
2819-197	1698	1882	10,444.00	6,839.54	7,487.58	22	9	31
3229-211	1703	1873	2,272.00	1,444.72	1,519.72	8	5	13
3302-215	1699	1883	1,156.00	645.00	675.00	3	-	3
1034-EPC-#1	1700	1885	6,292.00	4,342.90	4,641.03	8	4	12

# DISTRICT # 5, OCEAN CO.

872- 78	1709	1864	26,760.00	13,399.34	13,399.34	9	26	35
1071- 90	2092	1860	2,256.00	1,280.53	1,280.53	-	3	3
1690-114	3454	1860	3,024.00	742.05	742.05	-	2	2
1714-117	3381	1861	3,000.00	2,853.71	2,853.71	1	6	7
1846-118	3452	1890	600.00	350.00	350.00	1	-	1



WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	ENCUMBRANCES TOTAL	EMPLOYMENT MALE	EMPLOYMENT FEMALE	EMPLOYMENT TOTAL
DISTRICT # 5, OCEAN CO.								
1873-119	1848	1911	\$ 18,173.00	\$ 7,481.81	\$ 8,933.72	1	20	21
2015-131	4424	1820	300.00	297.50	297.50		COMPLETED	
2145-144	5007	1881	16,444.00	3,391.32	3,691.74	6	7	13
2165-145	1701	1884	5,586.00	3,884.11	3,931.63	9	-	9
2170-148	5002	1911	71,702.00	12,141.34	13,983.89	2	58	60
2280-159	5762	1929	400.00	300.00	300.00	1	-	1
2343-162	5767	1820	678.00	354.00	354.00	-	2	2
2398-164	5098	1820	1,956.00	513.50	513.50	1	2	3
2407-168	5915	1863	1,428.00	706.05	706.05	2	1	3
2526-177	1848	1911	18,041.00	3,750.52	6,367.58	1	22	23
2657-191	5558	1871	7,344.00	2,107.88	2,107.88	7	1	8
3204-209	6394	1860	2,906.00	479.68	479.68	-	5	5
3601-253	2200	1911	30,083.00	1,326.75	1,947.02	2	31	33
DISTRICT # 6, HUNTERDON CO.								
2146-191	5008	1881	14,919.00	3,486.70	4,439.61	6	5	11
2527-223	5562	1911	8,728.00	1,096.83	1,722.38	-	8	8
3021-251	1699	1883	556.00	322.00	347.00	1	-	1
3022-252	1699	1883	320.00	183.00	197.72	1	-	1
DISTRICT # 6 MORRIS CO.								
873-97	1848	1911	22,543.00	9,945.82	11,785.30	1	27	28
1674-159	1848	1911	13,664.00	5,168.51	6,948.36	1	13	14
1685-160	1848	1911	26,833.00	9,359.69	11,886.59	1	28	29
1850-163	1848	1911	24,977.00	8,642.96	11,752.35	1	27	28
1851-164	1848	1911	22,877.00	5,510.18	8,449.56	1	18	19
1852-165	3841	1911	9,986.00	3,259.95	4,148.17	-	10	10
1897-171	3456	1861	36,108.00	12,247.24	12,325.24	6	26	32
2011-183	4832	1820	2,644.00	1,345.50	1,409.50	3	-	3
2027-184	4434	1860	2,240.00	532.69	775.69	-	1	1
2028-185	4827	1820	1,356.00	585.00	585.00		SUSPENDED	
2029-186	4833	1871	1,428.00	739.00	739.00	1	1	2
2131-187	1701	1884	5,008.00	4,938.02	4,949.82	12	-	12
2142-190	1701	1884	13,966.00	11,000.00	11,071.44	20	5	25
2150-193	5009	1881	51,910.00	14,357.44	15,195.53	30	11	41
2331-199	5546	1863	585.00	578.36	578.36		COMPLETED	
2399-213	5575	1820	378.00	315.00	315.00	1	-	1
2402-214	5667	1820	1,692.00	731.97	731.97	2	1	3
2424-216	5756	1863	801.00	363.22	363.22	2	-	2
2427-217	5763	1820	1,356.00	642.01	642.01	1	3	4
2616-225	5221	1873	1,656.00	621.00	621.00	2	-	2
2692-227	5736	1863	2,026.00	1,337.40	1,337.40	3	-	3
2724-229	6201	1871	4,956.00	2,470.63	2,470.63	7	1	8
2725-230	6225	1929	70,124.00	11,159.77	11,279.77	-	40	40
2841-234	6026	1820	7,224.00	2,983.00	2,983.00	3	8	11
2897-242	1699	1883	2,985.00	1,012.00	1,012.00	3	-	3
3008-250	6273	1863	14,748.00	1,867.52	1,960.87	7	1	8
3230-268	1703	1873	3,728.00	2,702.95	2,839.95	18	5	23
3256-271	1699	1883	869.00	228.56	262.81	2	1	3
2469-276	6549	1911	28,013.00	2,600.58	3,121.74	1	29	30
3687-296	6735	1860	5,257.00	45.50	45.50	1	-	1
2896-297	6727	1911	31,039.00	-	-	-	6	6
1034-EPC #1	1700	1885	4,619.00	3,861.36	4,093.86	11	2	13
DISTRICT # 6, SOMERSET CO.								
1855-166	1848	1911	9,325.00	4,352.61	5,623.11	-	12	12
1856-167	1848	1911	13,317.00	6,052.56	7,273.47	-	20	20
1961-178	1848	1911	9,325.00	3,187.02	4,379.24	-	10	10
2132-188	1701	1884	3,556.00	1,112.62	1,170.78	4	-	4
2151-194	5010	1881	14,220.00	3,796.98	4,125.95	6	5	11

WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	ENCUMBRANCES TOTAL	EMPLOYMENT MALE	EMPLOYMENT FEMALE	EMPLOYMENT TOTAL
DISTRICT # 6, SOMERSET CO.								
2723-228	6019	1820	\$ 600.00	\$ 184.03	\$ 184.03		SUSPENDED	
2746-233	1848	1911	13,917.00	2,984.20	3,683.39	2	13	15
3082-261	6328	1919	49,496.00	3,218.70	3,333.70	-	21	21
3154-265	1699	1883	562.00	264.00	279.00	1	-	1
3502-279	6636	1863	14,759.00	763.99	763.99	4	1	5
DISTRICT # 6, WARREN CO.								
727- 83	618	1820	1,680.00	1,411.06	1,411.06		COMPLETED	
1388-119	770	1860	1,356.00	660.09	660.09	-	2	2
1709-161	1848	1911	16,785.00	7,028.92	9,338.45	-	23	23
2139-189	1701	1884	3,610.00	2,817.62	2,817.62	7	1	8
2372-200	4962	1881	18,860.00	1,498.63	1,784.65	8	4	12
2430-218	5766	1820	756.00	283.50	283.50	1	-	1
2627-226	6233	1929	1,755.00	694.81	694.81		COMPLETED	
2727-232	6129	1820	756.00	283.50	283.50	1	-	1
3173-269	6393	1911	20,198.00	2,856.79	3,417.36	2	13	15
3174-270	6368	1919	24,008.00	1,300.17	1,340.17	-	18	18
3470-277	6504	1820	3,006.00	477.00	477.00	-	4	4
DISTRICT # 7, MERCER CO.								
797- 82	1848	1911	19,404.00	7,366.08	7,945.50	1	24	25
798- 83	1696	1820	15,600.00	11,112.27	11,112.27	-	2	2
799- 84	1998	1820	62,400.00	42,623.74	42,623.74	-	60	60
800- 85	2091	1820	780.00	516.09	516.09	-	2	2
802- 87	1386	1911	1,942.00	939.07	939.07	-	2	2
803- 88	2089	1864	3,468.00	2,038.87	2,038.87	4	-	4
1374-148	1848	1911	10,131.00	3,201.33	4,198.33	-	11	11
1375-149	1534	1863	7,238.00	5,954.57	5,954.57		SUSPENDED	
1376-150	1538	1820	2,351.00	1,732.40	1,732.40		SUSPENDED	
1692-189	3582	1911	16,618.00	5,051.74	6,805.10	-	13	13
1730-207	3496	1863	9,948.00	4,469.60	4,469.60	11	-	11
1854-212	1848	1911	10,610.00	4,703.22	5,502.71	-	12	12
1901-216	3493	1863	1,875.00	1,754.85	1,782.86		COMPLETED	
1902-217	3445	1863	7,133.00	5,339.48	5,339.48	10	-	10
1903-218	4149	1863	4,870.00	2,209.11	2,354.01	5	-	5
2135-239	1701	1884	24,260.00	15,807.41	16,029.07	30	1	31
2143-240	1701	1884	7,428.00	6,308.74	6,384.60	12	-	12
2182-246	3388	1861	34,260.00	14,348.30	14,452.30	4	29	33
2259-248	5858	1820	650.00	595.10	595.10		SUSPENDED	
2338-250	5549	1820	1,560.00	673.20	673.20	-	2	2
2429-251	5759	1820	810.00	808.59	808.59		COMPLETED	
2529-254	1848	1911	16,854.00	3,573.33	4,728.08	-	11	11
2548-255	1848	1911	10,133.00	1,229.89	1,935.11		SUSPENDED	
2549-256	1848	1911	16,855.00	696.35	1,949.67		SUSPENDED	
2557-257	1848	1911	22,683.00	4,412.55	4,970.57	-	21	21
2606-266	6027	1820	49,428.00	21,103.39	21,103.39	56	2	58
2646-268	5645	1820	5,700.00	1,807.96	1,807.96	1	6	7
2647-269	5755	1863	4,974.00	1,678.64	1,678.64	5	-	5
2682-272	5882	1820	15,600.00	5,042.34	5,042.34	4	12	16
2649-275	6237	1929	7,692.00	1,725.32	1,725.32	-	9	9
2750-276	6125	1820	20,148.00	5,595.88	5,595.88	16	5	21
2753-279	6047	1820	21,540.00	5,882.43	5,882.43	10	10	20
2755-280	6052	1820	14,760.00	4,164.25	4,164.25	13	5	18
2773-283	6007	1864	13,284.00	2,707.04	2,707.04		SUSPENDED	
2994-299	1699	1883	517.00	329.00	351.45		SUSPENDED	
3011-300	6265	1881	32,081.00	12,706.02	13,531.88	15	16	31
3012-301	6266	1881	23,338.00	7,034.16	7,334.16	15	11	26
3013-302	6267	1881	12,349.00	1,518.00	1,518.00	4	1	5
3014-303	6268	1881	11,682.00	779.59	1,079.59	2	2	4
3015-304	6269	1881	9,656.00	2,723.82	2,723.82	7	2	9



WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	PAYROLL	ENCUMBRANCES TOTAL	EMPLOYMENT MALE FEMALE TOTAL
DISTRICT # 7, MERCER CO.						
3016-305	6270	1881	\$ 4,495.00	\$ 390.05	\$ 390.05	1 - 1
3018-306	6271	1881	6,965.00	837.32	837.32	5 - 5
3017-307	6272	1881	2,470.00	470.33	470.33	2 1 3
3024-309	5646	1820	3,640.00	918.76	918.76	- 7 7
3231-321	1703	1873	2,743.00	2,642.16	2,735.31	12 6 18
3373-361	6699	1816	1,560.00	71.50	71.50	- 2 2
3584-363	6762	1871	15,048.00	2,018.72	2,063.54	27 - 27
3585-364	1848	1911	20,416.00	2,542.79	2,543.62	- 20 20
3682-367	6550	1864	22,692.00	93.63	93.63	6 5 11
3695-368	2215	1864	5,400.00	326.30	326.30	2 3 5
1034-EPC #1	1700	1885	18,764.00	12,908.02	13,509.05	17 5 22
DISTRICT # 7, BURLINGTON CO.						
794- 79	1848	1911	9,572.00	3,511.09	4,443.82	- 10 10
795- 80	1848	1911	10,614.00	3,470.26	4,193.30	- 11 11
796- 81	3161	1863	9,141.00	5,386.37	5,586.37	12 - 12
1676-186	1848	1911	16,653.00	7,532.60	8,756.69	- 21 21
1686-187	1848	1911	15,566.00	4,933.76	6,037.93	- 16 16
1691-188	1848	1911	9,472.00	3,809.79	4,570.45	- 10 10
1694-190	4032	1911	16,773.00	7,421.99	8,909.87	- 22 22
1695-191	1848	1911	12,960.00	4,530.32	5,465.41	- 14 14
1696-192	1848	1911	9,472.00	3,465.61	3,759.11	- 12 12
1962-214	1848	1911	17,053.00	7,341.98	8,641.21	- 21 21
2147-241	5013	1881	28,276.00	10,558.83	12,053.79	21 13 34
1832-242	3389	1861	6,528.00	3,136.25	3,136.25	1 7 8
2173-243	1701	1884	7,724.00	7,130.96	7,165.48	15 - 15
2176-244	5000	1911	9,812.00	3,377.83	4,087.56	- 11 11
2528-253	5074	1911	11,679.00	2,781.55	3,679.55	- 12 12
2680-271	5095	1820	28,292.00	5,284.64	5,591.41	8 11 19
2747-273	6229	1820	9,600.00	1,552.28	1,552.28	- 6 6
2748-274	6156	1990	6,864.00	396.87	396.87	- 2 2
2751-277	6106	1820	2,400.00	448.22	448.22	1 1 2
2752-278	6028	1820	1,512.00	194.90	194.90	- 1 1
2756-281	6053	1820	1,500.00	753.77	753.77	2 1 3
2772-282	5951	1820	43,450.00	7,404.44	7,944.44	12 22 34
2897-308	1699	1863	470.00	291.50	304.55	1 - 1
3113-317	6337	1863	9,870.00	419.46	585.56	7 - 7
3802-378	2369	1911	45,474.00	-	-	- 22 22
DISTRICT # 8, CAMDEN CO.						
524- 66	712	1863	10,754.00	10,167.82	10,167.82	11 - 11
525- 67	713	1820	2,600.00	2,638.20	2,638.20	- COMPLETED
562- 68	823	1863	4,242.00	3,234.38	3,234.38	3 - 3
641- 77	601	1820	1,566.00	1,554.75	1,554.75	- COMPLETED
644- 80	1083	1864	6,004.00	6,244.38	6,244.38	10 - 10
680- 82	822	1883	1,128.00	188.00	188.00	- DISCONTINUED
785- 91	1848	1911	21,208.00	15,702.35	16,742.56	2 40 42
804- 92	1707	1863	6,936.00	4,443.63	4,443.63	6 - 6
805- 93	1727	1820	1,040.00	1,031.25	1,031.25	- COMPLETED
806- 94	1730	1863	7,068.00	5,317.88	5,317.88	4 1 5
807- 95	3167	1820	585.00	460.05	460.05	- SUSPENDED
1381-123	1561	1863	34,636.00	28,775.31	28,775.31	32 5 37
1382-124	916	1875	1,512.00	1,502.00	1,502.00	- COMPLETED
1586-132	3446	1864	3,757.00	3,470.74	3,470.74	4 2 6
1578-133	1843	1911	25,512.00	9,248.63	11,467.53	- SUSPENDED
1677-163	3844	1911	15,333.00	4,048.77	5,718.45	1 10 11
1678-164	3843	1911	50,775.00	9,891.68	15,682.28	2 22 24
1680-166	1848	1911	29,515.00	23,357.98	27,191.82	25 - 25
1830-186	3390	1861	12,268.00	5,040.96	5,300.96	2 10 12
1965-188	1848	1911	21,174.00	8,609.82	10,350.67	1 23 24

WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	TOTAL	MALE	EMPLOYMENT FEMALE	TOTAL
DISTRICT # 8, CAMDEN CO.								
2021-192	4425	1911	\$ 25,468.00	\$ 4,293.30	\$ 7,538.56	1	9	10
2022-193	4426	1911	26,048.00	8,296.25	11,301.14	1	20	21
2030-195	4429	1861	1,170.00	903.50	903.50	-	2	2
2031-196	4428	1911	32,951.00	5,200.60	9,341.21	1	13	14
2016-197	4427	1820	520.00	462.85	462.85		COMPLETED	
1934-210	3286	1883	1,692.00	1,551.00	1,551.00	2	1	3
2032-211	4423	1911	101,716.00	31,772.43	41,136.32	5	79	84
2045-212	4948	1820	1,040.00	938.30	938.30		SUSPENDED	
2046-213	4961	1911	25,468.00	10,880.14	14,257.88	1	27	28
2048-214	4952	1820	3,120.00	2,112.50	2,112.50	2	2	4
2050-216	4897	1911	28,326.00	8,215.66	11,538.83	2	19	21
2051-217	4898	1911	83,991.00	24,043.38	26,115.96	4	66	70
2078-220	4957	1911	18,248.00	3,444.32	4,791.96	1	9	10
2079-221	4954	1911	40,744.00	7,355.39	10,622.01	1	23	24
2080-222	4959	1911	13,045.00	3,666.69	4,598.24	3	10	13
2081-223	4958	1911	18,836.00	6,368.59	8,408.40	1	14	15
2082-224	4926	1911	23,365.00	6,500.62	9,272.95	17	2	19
2083-225	4921	1911	22,689.00	4,626.86	6,194.85	-	11	11
2092-229	4922	1911	27,300.00	6,398.99	9,594.37	1	19	20
2126-230	1701	1884	12,210.00	6,232.76	6,262.76	14	-	14
2127-231	1701	1884	18,050.00	18,068.30	18,153.30	34	-	34
2133-233	1701	1884	1,865.00	1,371.25	1,475.64	2	1	3
2163-235	5011	1881	30,592.00	9,323.20	9,871.85	19	18	37
2329-237	5886	1820	780.00	836.55	836.55		COMPLETED	
2339-239	5172	1820	840.00	917.52	917.52		COMPLETED	
2340-240	5096	1820	130.00	170.25	107.25		COMPLETED	
2341-241	5857	1820	1,170.00	1,144.00	1,144.00	4	-	4
2530-251	5024	1911	26,329.00	9,040.08	10,552.84	2	33	35
2531-252	4997	1911	27,300.00	5,030.57	7,022.25	1	19	20
2532-253	4996	1911	13,045.00	3,193.41	4,486.71	1	10	11
2550-257	1848	1911	21,223.00	5,890.64	6,425.15	1	22	23
2551-258	4995	1911	45,093.00	7,594.98	10,574.61	4	27	31
2553-259	5249	1911	27,666.00	2,704.78	5,274.71	1	11	12
2612-275	1698	1882	25,211.00	13,303.46	13,876.03	28	8	36
2608-276	1699	1883	2,068.00	1,316.00	1,387.50	4	-	4
2649-285	5761	1820	8,336.00	2,423.30	2,423.30	9	1	10
2650-286	5648	1863	12,192.00	3,513.13	3,513.13	9	2	11
2651-287	5771	1861	2,340.00	1,275.45	1,275.45	-	4	4
2673-290	5853	1863	8,016.00	2,058.25	2,058.25	6	-	6
2683-292	5846	1820	29,832.00	6,693.75	6,693.75	27	4	31
2691-293	5751	1820	32,376.00	11,512.04	11,512.04	26	11	37
2728-295	4419	1911	24,051.00	3,506.59	4,998.75	1	15	16
2774-301	5950	1863	2,570.00	1,265.50	1,265.50	4	-	4
2776-302	5743	1863	3,154.00	2,590.14	2,590.14	3	1	4
3207-336	6408	1871	3,148.00	1,192.79	1,192.79	5	1	6
3232-338	1703	1873	3,525.00	2,253.91	2,253.91	17	3	20
3306-344	1099	1883	259.00	141.00	154.20		SUSPENDED	
3399-349	6526	1820	2,958.00	214.75	241.75	2	4	6
1034-EPC #1	1700	1885	12,446.00	9,020.39	9,314.47	10	9	19
DISTRICT # 8, GLOUCESTER CO.								
781- 87	3168	1890	17,864.00	16,792.72	16,792.72	13	12	25
808- 96	1848	1911	13,310.00	10,253.04	11,271.64	-	29	29
809- 97	1848	1911	17,327.00	7,269.76	8,611.51	-	18	18
810- 98	1706	1820	900.00	750.00	750.00	2	-	2
1384-126	1553	1820	300.00	299.84	299.84		COMPLETED	
1776-171	1848	1911	13,550.00	5,271.55	6,494.07	-	17	17
2023-194	4420	1911	29,717.00	7,939.22	10,003.78	1	24	25
2143-198	5012	1881	25,610.00	7,224.02	7,590.72	13	15	28
2052-218	4930	1911	47,454.00	12,079.30	15,924.00	2	28	30
2053-219	4955	1911	22,182.00	8,553.57	10,530.62	1	27	28



WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	TOTAL	EMPLOYMENT MALE	FEMALE	TOTAL
DISTRICT # 8, GLOUCESTER								
2134-234	1701	1884	\$ 5,604.00	\$ 4,951.75	\$ 4,981.75	13	-	13
2332-238	5536	1820	530.00	225.70	225.70	-	3	3
2403-242	3391	1861	19,355.00	6,650.28	6,650.28	2	21	23
2420-243	6051	1820	200.00	192.50	192.50		COMPLETED	
2422-244	5909	1911	22,423.00	2,089.59	4,060.26	1		12
2555-261	5161	1911	36,960.00	4,083.47	6,959.27	1	21	22
2556-262	5739	1911	56,553.00	4,848.06	5,290.76	1	29	30
2640-279	5107	1911	21,824.00	2,810.63	4,367.30	1	13	14
2641-280	5076	1911	22,132.00	3,062.94	4,314.05	1	21	22
2643-282	5160	1911	37,760.00	6,551.18	9,210.23	1	35	36
2754-298	6048	1820	1,928.00	1,665.14	1,665.14	5	1	6
DISTRICT # 8, SALEM CO.								
774- 85	1848	1911	17,934.00	7,283.69	9,107.19	1	22	23
811- 99	1959	1820	1,200.00	675.00	675.00		SUSPENDED	
812-100	1953	1820	500.00	375.00	375.00			
1831-172	3392	1861	5,556.00	887.49	887.49	-	6	6
2644-283	1848	1911	17,999.00	2,417.89	3,672.79	-	26	26
2645-284	5090	1911	26,963.00	3,205.97	5,182.08	1	20	21
DISTRICT # 9, ATLANTIC CO.								
526- 53	1848	1911	27,797.00	26,675.49	28,672.50	2	52	54
734- 57	592	1820	120.00	120.00	120.00		COMPLETED	
756- 67	1848	1911	20,248.00	19,148.45	20,983.71	2		41
757- 68	1848	1911	20,212.00	17,312.81	18,967.91	2	40	42
758- 69	1848	1911	20,544.00	18,263.79	20,140.41	1	44	45
2149- 82	5014	1881	29,158.00	7,624.23	8,487.28	13	9	22
1537- 85	3681	1911	17,693.00	7,150.23	8,735.04	-	19	19
1538- 86	3565	1863	10,716.00	5,377.63	5,377.63	12	-	12
1561- 94	3382	1861	6,120.00	2,535.90	2,535.90	-	2	2
1774-130	1848	1911	20,356.00	6,900.06	7,998.17	1	20	21
1778-131	1848	1911	20,311.00	8,763.50	9,818.15	1	25	26
1779-132	1848	1911	19,668.00	8,186.51	9,537.32	-	22	22
2047-152	4956	1911	16,545.00	6,848.36	8,665.36	-	17	17
2140-153	1701	1884	10,788.00	9,492.10	9,492.10	19	2	21
2141-154	1701	1884	22,302.00	17,614.60	17,614.60	41	-	41
2533-166	1848	1911	20,371.00	10,431.78	11,515.00	-	38	38
2404-176	5892	1820	2,400.00	927.57	927.57	2	1	3
2419-177	6049	1820	720.00	244.69	244.69		SUSPENDED	
2552-179	5073	1911	91,509.00	26,891.91	31,790.18	3		150
2559-181	5065	1911	17,145.00	2,788.92	3,774.87	-	11	11
2560-182	5092	1911	9,208.00	2,630.98	3,108.98	-	9	9
2636-189	1848	1911	29,111.00	13,304.14	15,430.69	-	59	59
2732-194	1848	1911	24,109.00	2,046.88	3,070.88	1	9	10
2735-197	6015	2141	96,745.00	30,703.07	30,703.07	14	86	100
2779-200	5949	1820	2,544.00	315.12	315.12		SUSPENDED	
2780-201	6008	1820	540.00	111.50	111.50			
3085-229	6312	1911	14,848.00	2,554.06	2,767.77	-	13	13
3192-241	6369	1850	312.00	134.53	134.53	-	1	1
3233-247	1703	1873	3,598.00	2,471.14	2,593.69	14	4	18
3380-263	6635	1871	37,914.00	8,712.03	8,712.03	66	-	66
3650-279	5850	1860	8,712.00	-	-	-	10	10
1034-EPC #1	1700	1885	7,633.00	4,181.00	4,500.45	8	2	10
DISTRICT # 9, CAPE MAY CO..								
1579- 87	1848	1911	10,251.00	7,947.13	8,823.21	19	2	21
1580- 88	1848	1911	10,251.00	7,743.27	8,819.92	-	23	23
1581- 89	1848	1911	25,897.00	10,661.80	12,703.57	-	22	22
2574-183	3383	1861	2,112.00	778.50	778.50	-	3	3
2993-207	1699	1883	2,662.00	1,673.52	1,822.87	2	4	6
3251-248	6390	1881	24,010.00	232.00	332.00	-	2	2

WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	ENCUMBRANCES PAYROLL	TOTAL	MALE	FEMALE	TOTAL
DISTRICT # 9, CUMBERLAND CO.								
1557- 90	1848	1911	\$ 18,105.00	\$ 13,100.79	\$ 14,101.72	1	39	40
1558- 91	1848	1911	18,105.00	13,459.35	15,057.49	2	40	42
1559- 92	1848	1911	21,041.00	6,639.63	8,042.83	1	23	24
1560- 93	1848	1911	14,340.00	12,419.25	13,612.91	2	34	36
2190-157	1701	1884	5,616.00	3,023.76	3,023.76	9	-	9
2355-168	5462	1881	28,756.00	8,863.05	9,463.26	15	13	28
2607-187	3384	1861	4,800.00	1,132.00	1,132.00	1	-	1
2666-190	5938	1863	8,131.00	2,490.30	2,490.30	10	-	10
2759-199	6009	1863	3,420.00	1,207.72	1,207.72	4	-	4
3193-242	6356	2442	13,560.00	2,570.97	3,794.29	14	-	14
3194-243	6370	1863	396.00	366.91	366.91	1	-	1
STATE WIDE								
921- 1	1704	1863	173,788.00	106,100.78	112,714.40	156	3	159
922- 2	1711	1861	6,768.00	3,049.27	3,049.27	3	3	6
923- 3	1710	2990	22,536.00	10,026.16	10,026.16	10	13	23
1064- 6	674	1872	114,122.00	89,052.93	90,572.93	208	48	256
1797- 8	3453	1960	482,232.00	89,627.10	159,247.76	243	36	279
1842- 9	2008	1863	4,284.00	3,904.48	3,904.48	5	3	8
1843- 10	2012	1863	3,200.00	3,250.87	3,250.87	COMPLETED		
1844- 11	2013	1863	1,800.00	1,074.00	1,074.00	2	-	2
1105- 12	1533	1860	94,080.00	34,835.35	40,398.35	-	62	62
1845- 13	2014	1863	2,800.00	828.00	828.00	2	-	2
1100- 15	2077	1911	1,080.00	580.50	580.50	-	2	2
1101- 16	2075	1911	1,800.00	885.00	885.00	-	2	2
1102- 17	2078	1911	3,900.00	1,818.90	1,818.90	-	4	4
1103- 18	2076	1911	1,200.00	645.00	645.00	-	2	2
1104- 19	2079	1911	3,600.00	1,831.34	1,831.34	-	5	5
2189- 20	1698	1882	9,266.00	5,663.48	6,189.04	8	5	13
2070- 21	3961	1863	75,143.00	34,507.90	38,199.49	52	9	61
2101- 29	4845	1871	82,860.00	16,708.41	17,531.61	41	13	54
2105- 33	4835	1871	159,068.00	28,911.78	30,416.02	115	45	160
2109- 37	4837	1871	85,387.00	16,625.18	16,990.38	46	11	47
2111- 39	4840	1871	209,561.00	50,063.65	54,834.47	180	38	218
2112- 40	4841	1871	39,250.00	10,777.00	10,833.84	28	7	35
2116- 44	4848	1871	47,018.00	8,298.88	8,484.98	25	7	32
2118- 46	4846	1871	51,575.00	7,262.54	7,427.54	37	2	30
2119- 47	4834	1871	76,122.00	23,852.38	24,220.08	63	16	79
2121- 49	4852	1871	26,666.00	3,895.34	3,964.84	16	3	19
2191- 50	5275	1815	63,784.00	7,382.63	7,757.63	-	23	23
2192- 51	5274	1811	44,072.00	2,503.71	3,142.51	1	-	1
2193- 52	5272	1812	437,700.00	31,015.00	32,629.46	41	87	128
2194- 53	5685	1819	455,686.00	78,987.89	82,845.39	116	37	153
2195- 54	5271	1814	1,351,420.00	473,408.01	490,844.14	419	491	910
2196- 55	5273	1817	268,080.00	45,418.75	46,192.35	27	145	172
2261- 56	5259	1816	158,197.00	41,261.46	51,700.11	3	107	110
2286- 70	5158	1863	377,600.00	104,908.54	112,735.54	275	9	284
2317- 77	5312	1864	508,170.00	103,562.92	106,597.92	233	102	335
2349- 92	5839	1871	18,048.00	5,154.05	5,154.05	14	-	14
2352- 93	5948	1819	30,384.00	8,091.32	8,091.32	14	9	23
2353- 94	5851	1820	89,028.00	27,215.88	29,035.88	18	79	97
2354- 95	5327	1860	12,996.00	3,299.15	3,299.15	2	12	14
2493- 96	5931	1871	19,104.00	4,472.88	4,472.88	7	10	17
2698-102	1701	1884	4,330.00	316.66	372.17	COMPLETED		
2699-103	1698	1883	4,150.00	224.16	224.16	COMPLETED		
2700-104	1699	1883	2,550.00	30.00	30.00	COMPLETED		
2701-105	1700	1885	2,590.00	316.66	499.36	COMPLETED		
2892-106	1715	1873	50,500.00	37,340.57	39,405.67	107	15	122



WORK PROJECT NO	OFFICIAL PROJECT NO	WORK SYMBOL	FUND LIMITATIONS	PAYROLL	ENCUMBRANCES TOTAL	MALE	EMPLOYMENT FEMALE	TOTAL
STATE WIDE								
2911-109	6031	1820	\$ 79,824.00	\$ 17,202.33	\$ 17,202.33	74	16	90
3025-134	1101	1884	3,425.00	1,987.42	2,202.09	3	1	4
3038-135	1699	1883	2,357.00	1,346.67	1,704.99	-	2	2
3077-136	1698	1882	4,208.00	2,253.43	2,908.27	2	3	5
3234-138	1703	1873	2,878.00	1,094.45	1,768.46	2	1	3
3249-139	5244	1873	25,332.00	4,982.22	4,982.22	27	3	30
3250-140	6406	1873	77,272.00	6,004.78	6,174.45	40	4	44
3285-141	6463	1820	24,006.00	5,562.05	5,562.05	8	45	53
3286-142	3964	1873	10,282.00	8,117.15	8,202.38	20	21	41
3287-143	3962	1371	12,004.00	4,319.09	4,319.09	20	2	22
3303-144	1703	1873	8,600.00	3,704.45	3,802.45	17	15	32
3305-146	3765	1871	15,972.00	6,029.84	6,078.56	37	23	60
3293-147	3970	1871	12,236.00	2,053.60	2,053.60	12	5	17
3307-149	1709	1861	22,366.00	10,398.50	11,780.09	42	17	59
3454-151	3960	1820	5,726.00	3,578.87	3,796.88	7	5	12

# APPENDIX II

## WOMENS AND PROFESSIONAL PROJECTS

### ANALYSIS OF WPA FUND ENCUMBRANCES

#### BY MAJOR TYPE OF PROJECT

	NUMBER	FUND	FUND	ENCUMBRANCES			
	PROJECTS	LIMITATIONS	PAYROLL	MATERIAL	EQUIPMENT	OTHER	TOTAL
STATE TOTAL							
TOTAL	851	\$19,695,394.00	\$6,060,509.56	\$394,404.03	\$174,534.66	\$109,728.43	\$6,739,176.68
EDUCATIONAL	15	2,830,756.00	698,701.92	22,768.38	804.46	12,200.10	734,474.86
CLERICAL	205	1,468,688.00	550,810.34	614.12	1,775.00	2,098.01	555,297.47
PROF. & TECH.	201	3,190,123.00	1,179,154.05	6,166.81	7,272.12	18,585.42	1,211,176.40
STATISTICAL	71	1,571,631.00	464,618.92	2,809.87	4,055.49	7,109.99	478,594.27
FEDERAL CULTURAL	88	1,097,104.00	758,512.66	12,479.23	6,354.66	14,151.74	791,498.29
GOODS PRODUCTION	192	7,523,234.00	1,836,452.79	349,151.92	91,039.33	32,098.73	2,308,742.77
RECREATIONAL	37	991,036.00	292,732.96	400.95	585.95	10,459.43	304,279.29
SOCIAL AID	42	1,022,822.00	279,525.92	12.75	62,647.65	12,925.01	355,111.33
DISTRICT # 1 TOTAL							
TOTAL	158	2,191,123.00	852,481.01	91,764.81	17,379.98	4,608.04	966,233.84
EDUCATIONAL	3	6,072.00	1,885.55	-	-	100.00	1,985.55
CLERICAL	43	156,754.00	63,583.88	-	48.00	46.00	63,677.88
PROF. & TECH.	37	316,211.00	114,073.72	205.04	221.80	607.89	115,113.45
STATISTICAL	7	39,812.00	20,248.90	-	-	-	20,248.90
FEDERAL CULTURAL	12	116,917.00	91,320.93	611.51	247.09	1,100.76	93,280.29
GOODS PRODUCTION	29	1,323,661.00	492,056.80	90,935.51	16,657.09	1,830.41	601,487.81
RECREATIONAL	20	107,653.00	36,155.94	-	180.00	914.98	37,250.92
SOCIAL AID	7	124,943.00	33,150.29	12.75	26.00	-	33,189.04
DISTRICT # 1 BERGEN CO.							
TOTAL	97	669,496.00	329,005.88	29,359.41	3,912.76	2,093.47	364,371.52
EDUCATIONAL	2	4,512.00	1,055.85	-	-	100.00	1,156.85
CLERICAL	28	61,738.00	19,745.93	-	48.00	46.00	19,839.93
PROF. & TECH.	21	179,962.00	70,269.91	-	221.80	500.00	70,991.71
STATISTICAL	4	14,280.00	13,094.93	-	-	-	13,094.93
FEDERAL CULTURAL	6	54,461.00	47,219.11	258.95	51.60	405.79	47,935.45
GOODS PRODUCTION	17	321,352.00	165,555.42	29,100.46	3,591.36	726.65	198,973.89
RECREATIONAL	17	31,511.00	11,404.68	-	-	315.03	11,719.71
SOCIAL AID	2	1,680.00	659.05	-	-	-	659.05
DISTRICT # 1 PASSAIC CO.							
TOTAL	58	1,505,383.00	516,590.63	62,405.40	13,467.22	2,340.32	594,803.57
EDUCATIONAL	1	1,560.00	828.70	-	-	-	828.70
CLERICAL	15	95,016.00	43,837.95	-	-	-	43,837.95
PROF. & TECH.	14	131,209.00	39,250.00	205.04	-	107.89	39,571.01
STATISTICAL	3	25,532.00	7,153.97	-	-	-	7,153.97
FEDERAL CULTURAL	6	61,556.00	44,101.82	352.56	195.49	694.97	45,344.84
GOODS PRODUCTION	12	1,002,309.00	326,501.38	61,835.05	13,065.73	1,111.76	402,513.92
RECREATIONAL	2	64,938.00	22,417.49	-	180.00	425.70	23,023.19
SOCIAL AID	5	123,263.00	32,491.24	12.75	26.00	-	32,529.99
DISTRICT # 1 SUSSEX CO.							
TOTAL	3	16,244.00	6,084.50	-	-	174.25	7,058.75
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-
PROF. & TECH.	2	5,040.00	4,550.73	-	-	-	4,550.73
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	-	-	-	-	-	-	-
GOODS PRODUCTION	-	-	-	-	-	-	-
RECREATIONAL	1	11,204.00	2,333.77	-	-	174.25	2,508.02
SOCIAL AID	-	-	-	-	-	-	-



	NUMBER	FUND		MATERIALS & SUPPLIES	FUND ENCUMBRANCES		
	PROJECTS	LIMITATIONS	PAYROLL		EQUIPMENT	OTHER	TOTAL
DISTRICT # 2 HUDSON CO.							
TOTAL	47	\$2,136,485.00	\$642,623.12	\$64,416.63	\$21,851.42	\$12,936.21	\$741,827.38
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	14	280,025.00	89,837.23	82.03	112.00	-	90,031.26
PROF. & TECH.	14	371,434.00	111,329.95	857.05	100.00	3,067.81	115,354.81
STATISTICAL	2	39,477.00	6,836.02	133.50	25.00	100.00	7,094.52
FEDERAL CULTURAL	9	143,751.00	103,101.70	2,270.71	857.41	1,291.76	112,521.58
GOODS PRODUCTION	6	1,096,713.00	271,072.12	61,073.34	20,655.76	7,910.74	360,711.96
RECREATIONAL	1	197,038.00	49,304.83	-	101.25	565.90	49,971.98
SOCIAL AID	1	3,050.00	6,141.27	-	-	-	6,141.27

DISTRICT # 3 ESSEX CO.

TOTAL	103	3,312,678.00	810,625.77	41,057.63	21,100.37	12,525.42	885,309.19
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	24	197,623.00	69,106.12	-	-	-	68,106.12
PROF. & TECH.	43	429,389.00	130,341.99	1,117.46	75.00	318.90	187,853.35
STATISTICAL	6	124,934.30	18,027.30	-	75.00	100.00	18,802.30
FEDERAL CULTURAL	9	360,244.00	273,002.70	6,319.67	3,597.54	7,553.01	291,063.60
GOODS PRODUCTION	14	1,912,630.00	157,747.36	32,910.72	17,153.70	3,219.12	211,067.43
RECREATIONAL	1	152,438.00	49,474.29	203.70	169.05	1,333.79	51,180.91
SOCIAL AID	6	130,514.00	57,235.35	-	-	-	57,235.35

DISTRICT # 4 TOTAL

TOTAL	154	1,360,029.00	577,640.50	13,147.70	3,224.00	4,488.15	597,900.35
EDUCATIONAL	2	8,300.00	6,046.19	-	-	-	6,046.19
CLERICAL	51	192,624.00	89,245.73	-	-	-	89,245.73
PROF. & TECH.	37	314,695.00	151,644.28	496.60	896.00	72.40	150,109.28
STATISTICAL	21	133,323.00	40,741.82	-	-	100.00	40,841.02
FEDERAL CULTURAL	7	79,400.00	64,766.74	386.51	216.93	360.05	65,730.23
GOODS PRODUCTION	23	374,754.00	187,710.32	12,264.59	2,067.57	2,883.70	124,926.28
RECREATIONAL	3	223,004.00	81,503.07	-	43.40	1,072.00	82,618.47
SOCIAL AID	10	33,189.00	24,383.15	-	-	-	24,383.15

DISTRICT # 4 MIDDLESEX CO.

TOTAL	96	771,892.00	339,919.76	2,478.07	2,341.79	1,467.88	345,207.50
EDUCATIONAL	2	8,300.00	6,046.19	-	-	-	6,046.19
CLERICAL	30	88,849.00	53,540.92	-	-	-	53,540.92
PROF. & TECH.	23	218,605.00	117,080.82	496.60	896.00	72.40	118,545.82
STATISTICAL	18	113,942.00	37,149.95	-	-	100.00	37,149.95
FEDERAL CULTURAL	5	50,000.00	39,685.37	267.57	216.93	360.05	40,469.92
GOODS PRODUCTION	0	137,500.00	10,421.77	1,713.90	1,135.46	318.43	19,639.50
RECREATIONAL	2	125,702.00	46,400.47	-	43.40	677.00	47,180.87
SOCIAL AID	8	28,306.00	22,634.27	-	-	-	22,634.27

DISTRICT # 4 UNION CO.

TOTAL	58	588,137.00	236,120.74	10,669.63	882.21	3,020.27	252,692.85
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	21	103,775.00	35,704.81	-	-	-	35,704.81
PROF. & TECH.	14	96,030.00	37,503.46	-	-	-	37,503.46
STATISTICAL	3	19,381.00	11,691.07	-	-	-	11,691.07
FEDERAL CULTURAL	2	29,400.00	25,081.37	118.94	-	60.00	25,260.31
GOODS PRODUCTION	15	237,240.00	91,208.55	10,550.69	882.21	2,565.27	105,206.72
RECREATIONAL	1	97,922.00	35,420.60	-	-	395.00	35,437.60
SOCIAL AID	2	4,300.00	1,740.80	-	-	-	1,740.80

	NUMBER	FUND	MATERIALS	FUND	ENCUMBRANCES		
	PROJECTS	LIMITATIONS	PAYROLL	SUPPLIES	EQUIPMENT	OTHER	TOTAL
DISTRICT # 5 TOTAL							
TOTAL	51	\$567,247.00	\$148,975.18	\$21,709.86	\$5,267.74	\$2,822.49	\$178,775.27
EDUCATIONAL	1	5,441.00	2,629.91	106.20	-	432.60	3,168.71
CLERICAL	10	22,042.00	12,221.26	-	-	-	12,221.26
PROF. & TECH.	14	64,600.00	30,609.74	365.24	-	-	30,974.98
STATISTICAL	3	10,972.00	4,118.10	-	-	75.00	4,193.10
FEDERAL CULTURAL	5	32,724.00	23,540.04	362.71	298.63	492.90	24,693.68
GOODS PRODUCTION	11	377,886.00	61,047.86	20,867.51	4,969.11	1,248.37	88,132.85
RECREATIONAL	2	43,612.00	9,329.75	8.80	-	573.62	9,912.17
SOCIAL AID	5	9,970.00	5,478.52	-	-	-	5,478.52

DISTRICT # 5 MONMOUTH CO.

TOTAL	33	356,566.00	93,615.09	17,709.41	3,370.69	1,840.26	116,535.45
EDUCATIONAL	1	5,441.00	2,629.91	106.20	-	432.60	3,168.71
CLERICAL	7	19,108.00	11,056.26	-	-	-	11,056.26
PROF. & TECH.	9	27,482.00	12,428.91	365.24	-	-	12,794.15
STATISTICAL	2	3,628.00	2,010.22	-	-	75.00	2,085.22
FEDERAL CULTURAL	4	27,138.00	19,655.93	314.59	298.63	492.90	20,762.05
GOODS PRODUCTION	7	239,887.00	36,347.44	16,923.38	3,072.06	557.76	56,900.64
RECREATIONAL	1	27,168.00	5,938.43	-	-	282.00	6,220.43
SOCIAL AID	2	6,714.00	3,547.99	-	-	-	3,547.99

DISTRICT # 5 OCEAN CO.

TOTAL	18	210,681.00	55,360.09	4,000.45	1,897.05	982.23	62,239.82
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	3	2,934.00	1,165.00	-	-	-	1,165.00
PROF. & TECH.	5	37,118.00	18,180.83	-	-	-	18,180.83
STATISTICAL	1	7,344.00	2,107.88	-	-	-	2,107.88
FEDERAL CULTURAL	1	5,586.00	3,834.11	47.52	-	-	3,931.63
GOODS PRODUCTION	4	137,999.00	24,700.42	3,944.13	1,897.05	690.61	31,232.21
RECREATIONAL	1	16,444.00	3,391.32	8.80	-	291.62	3,691.74
SOCIAL AID	3	3,256.00	1,930.53	-	-	-	1,930.53

DISTRICT # 6 TOTAL

TOTAL	57	663,966.00	171,470.16	15,451.91	2,194.01	7,596.34	196,712.42
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	11	21,448.00	9,241.57	-	-	64.00	9,305.57
PROF. & TECH.	6	69,027.00	17,157.73	-	-	171.35	17,329.08
STATISTICAL	4	11,768.00	6,533.58	-	12.00	125.00	6,670.58
FEDERAL CULTURAL	10	36,051.00	25,739.18	131.37	105.80	225.70	26,202.05
GOODS PRODUCTION	17	345,031.00	76,565.49	15,223.79	2,070.21	4,337.85	98,203.34
RECREATIONAL	4	99,909.00	23,139.75	96.75	-	2,309.44	25,545.94
SOCIAL AID	5	80,732.00	13,092.86	-	-	363.00	13,455.86

DISTRICT # 6 HUNTERDON CO.

TOTAL	4	24,523.00	5,083.53	627.27	9.73	981.38	6,706.91
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-
PROF. & TECH.	-	-	-	-	-	-	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	876.00	505.00	39.72	-	-	544.72
GOODS PRODUCTION	1	8,728.00	1,096.83	587.55	9.73	28.27	1,722.38
RECREATIONAL	1	14,919.00	3,486.70	-	-	953.11	4,439.81
SOCIAL AID	-	-	-	-	-	-	-



	NUMBER	FUND		MATERIALS & SUPPLIES	FUND	ENCUMBRANCES	TOTAL
	PROJECTS	LIMITATIONS	PAYROLL		EQUIPMENT	OTHER	
DISTRICT # 6 MORRIS CO.							
TOTAL	32	\$417,596.00	\$121,152.83	\$9,697.10	\$1,549.85	\$4,280.86	\$136,680.64
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	6	14,650.00	6,602.48	-	-	64.00	6,666.48
PROF. & TECH.	5	54,268.00	16,393.74	-	-	171.35	16,565.09
STATISTICAL	4	11,768.00	6,533.58	-	12.00	125.00	6,670.58
FEDERAL CULTURAL	5	27,447.00	21,039.94	60.55	105.80	183.64	21,389.93
GOODS PRODUCTION	8	179,932.00	44,487.69	9,539.80	1,432.05	2,632.53	58,092.07
RECREATIONAL	1	51,910.00	14,357.44	96.75	-	741.34	15,195.53
SOCIAL AID	3	77,621.00	11,737.96	-	-	363.00	12,100.96

DISTRICT # 6 SOMERSET CO.

TOTAL	10	129,077.00	25,916.71	3,058.10	253.35	1,588.50	30,816.66
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	1	600.00	184.03	-	-	-	184.03
PROF. & TECH.	1	14,759.00	763.99	-	-	-	763.99
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	4,118.00	1,376.62	31.10	-	42.06	1,449.78
GOODS PRODUCTION	5	95,380.00	19,795.09	3,027.00	253.35	1,217.47	24,292.91
RECREATIONAL	1	14,220.00	3,796.98	-	-	328.97	4,125.95
SOCIAL AID	-	-	-	-	-	-	-

DISTRICT # 6 WARREN CO.

TOTAL	11	92,770.00	19,312.09	2,069.44	381.08	745.60	22,508.21
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	4	6,198.00	2,455.06	-	-	-	2,455.06
PROF. & TECH.	-	-	-	-	-	-	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	3,610.00	2,817.62	-	-	-	2,817.62
GOODS PRODUCTION	3	60,991.00	11,185.88	2,069.44	381.08	459.58	14,095.98
RECREATIONAL	1	18,860.00	1,498.63	-	-	286.02	1,784.65
SOCIAL AID	2	3,111.00	1,354.90	-	-	-	1,354.90

DISTRICT # 7 TOTAL

TOTAL	76	997,530.00	340,618.57	13,799.48	3,931.83	5,955.36	364,305.24
EDUCATIONAL	1	1,560.00	71.50	-	-	-	71.50
CLERICAL	20	301,721.00	118,214.65	108.77	738.00	-	119,061.42
PROF. & TECH.	14	140,681.00	49,862.47	311.00	-	332.01	50,505.48
STATISTICAL	2	17,791.00	4,660.83	41.97	8.00	38.00	4,798.85
FEDERAL CULTURAL	14	162,199.00	69,234.92	361.78	356.89	1,175.76	71,629.35
GOODS PRODUCTION	22	330,746.00	95,493.13	12,364.34	2,828.94	2,956.25	104,062.66
RECREATIONAL	1	28,276.00	10,558.83	91.62	-	1,403.34	12,053.79
SOCIAL AID	2	14,556.00	2,122.19	-	-	-	2,122.19

DISTRICT # 7 BURLINGTON CO.

TOTAL	25	340,727.00	95,135.27	7,671.59	2,613.87	2,838.06	108,258.79
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	6	86,754.00	15,638.25	108.77	738.00	-	16,485.02
PROF. & TECH.	3	25,539.00	8,942.08	166.10	-	200.00	9,308.18
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	8,194.00	7,422.46	47.57	-	-	7,470.03
GOODS PRODUCTION	12	185,100.00	52,176.78	7,257.53	1,875.87	1,234.72	62,544.90
RECREATIONAL	1	28,276.00	10,558.83	91.62	-	1,403.34	12,053.79
SOCIAL AID	1	6,864.00	396.87	-	-	-	396.87

	NUMBER	FUND		MATERIALS & SUPPLIES	FUND EQUIPMENT	ENCUMBRANCES OTHER	TOTAL
	PROJECTS	LIMITATIONS	PAYROLL				
DISTRICT # 7 MERCER CO.							
TOTAL	51	\$656,803.00	\$245,483.30	\$6,127.89	\$1,317.96	\$3,117.30	\$256,046.45
EDUCATIONAL	1	1,560.00	71.50	-	-	-	71.50
CLERICAL	14	214,967.00	102,576.40	-	-	-	102,576.40
PROF. & TECH.	11	115,142.00	40,920.39	144.90	-	132.01	41,197.30
STATISTICAL	2	17,791.00	4,660.80	41.97	6.00	88.00	4,796.85
FEDERAL CULTURAL	12	154,005.00	61,812.46	814.21	356.89	1,175.76	64,159.32
GOODS PRODUCTION	10	145,646.00	33,716.35	5,126.81	953.07	1,721.53	41,517.76
RECREATIONAL	-	-	-	-	-	-	-
SOCIAL AID	1	7,692.00	1,725.32	-	-	-	1,725.32

DISTRICT # 8 TOTAL

TOTAL	96	1,640,515.00	554,104.99	76,556.61	20,725.41	6,718.77	648,105.78
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	22	77,983.00	42,510.92	-	27.00	-	42,537.92
PROF. & TECH.	18	176,147.00	98,901.88	-	-	260.00	99,161.88
STATISTICAL	3	8,185.00	4,948.70	-	-	-	4,948.70
FEDERAL CULTURAL	9	78,841.00	54,592.91	471.48	243.88	485.38	55,793.65
GOODS PRODUCTION	42	1,243,157.00	326,603.36	76,085.13	20,422.53	5,890.04	428,201.06
RECREATIONAL	2	56,202.00	16,547.22	-	32.00	883.35	17,462.57
SOCIAL AID	-	-	-	-	-	-	-

DISTRICT # 8 CAMDEN CO.

TOTAL	69	1,154,779.00	415,695.69	56,854.29	14,826.80	4,642.81	492,019.59
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	14	54,511.00	21,535.02	-	27.00	-	21,562.02
PROF. & TECH.	16	151,235.00	91,364.11	-	-	260.00	91,624.11
STATISTICAL	3	8,185.00	4,948.70	-	-	-	4,948.70
FEDERAL CULTURAL	8	73,237.00	49,641.16	471.48	243.88	455.38	50,811.90
GOODS PRODUCTION	27	837,019.00	238,883.50	56,382.81	14,555.92	3,378.78	313,201.01
RECREATIONAL	1	30,592.00	9,323.20	-	-	548.65	9,871.85
SOCIAL AID	-	-	-	-	-	-	-

DISTRICT # 8 GLOUCESTER CO.

TOTAL	21	415,534.00	113,564.26	16,159.55	5,102.10	1,360.73	136,186.64
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	6	21,772.00	19,925.90	-	-	-	-
PROF. & TECH.	1	19,350.00	8,000.20	-	-	-	6,650.28
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	5,604.00	4,951.75	-	-	30.00	4,981.75
GOODS PRODUCTION	12	343,242.00	74,812.31	16,159.55	5,070.10	996.83	97,037.99
RECREATIONAL	1	25,610.00	7,224.02	-	32.00	334.70	7,590.72
SOCIAL AID	-	-	-	-	-	-	-

DISTRICT # 8 SALEM CO.

TOTAL	6	70,152.00	14,845.04	3,542.77	796.51	715.23	19,899.55
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	2	1,700.00	1,050.00	-	-	-	1,050.00
PROF. & TECH.	1	5,556.00	387.49	-	-	-	387.49
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	-	-	-	-	-	-	-
GOODS PRODUCTION	3	62,696.00	12,907.55	3,542.77	796.51	715.23	17,962.06
RECREATIONAL	-	-	-	-	-	-	-
SOCIAL AID	-	-	-	-	-	-	-



	NUMBER	FUND		MATERIALS & SUPPLIES	FUND	ENCUMBRANCES	
	PROJECTS	LIMITATIONS	PAYROLL		EQUIPMENT	OTHER	TOTAL
DISTRICT # 9 TOTAL							
TOTAL	49	\$841,755.00	\$364,948.95	\$27,958.53	\$5,258.51	\$4,354.37	\$402,520.36
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	6	19,884.00	4,289.85	423.32	800.00	-	5,513.17
PROF. & TECH.	8	132,440.00	44,642.03	-	-	-	44,642.03
STATISTICAL	2	41,512.00	11,183.17	-	-	122.55	11,305.72
FEDERAL CULTURAL	5	49,001.00	35,984.98	134.22	220.02	114.56	36,453.78
GOODS PRODUCTION	23	507,670.00	251,995.11	27,400.99	4,178.24	2,614.25	286,188.59
RECREATIONAL	3	82,224.00	16,719.28	-	60.25	1,503.01	18,282.54
SOCIAL AID	2	9,024.00	134.53	-	-	-	134.53

DISTRICT # 9 ATLANTIC CO.

TOTAL	32	630,302.00	270,639.00	20,063.74	3,494.26	2,750.10	296,947.10
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	5	6,324.00	1,718.88	-	-	-	1,718.88
PROF. & TECH.	3	113,581.00	38,666.60	-	-	-	38,666.60
STATISTICAL	2	41,512.00	11,183.17	-	-	122.55	11,305.72
FEDERAL CULTURAL	3	40,723.00	31,287.70	8.75	220.02	90.68	31,607.15
GOODS PRODUCTION	16	389,680.00	180,023.89	20,054.99	3,213.99	1,734.07	205,026.94
RECREATIONAL	1	29,458.00	7,624.23	-	60.25	802.80	8,487.28
SOCIAL AID	2	9,024.00	134.53	-	-	-	134.53

DISTRICT # 9 CAPE MAY CO.

TOTAL	6	75,183.00	29,036.22	3,089.47	655.74	498.64	33,280.07
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-
PROF. & TECH.	1	2,112.00	778.50	-	-	-	778.50
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	2,662.00	1,673.52	125.47	-	23.88	1,822.87
GOODS PRODUCTION	3	46,399.00	26,352.20	2,964.00	655.74	374.76	30,346.70
RECREATIONAL	1	24,010.00	232.00	-	-	100.00	332.00
SOCIAL AID	-	-	-	-	-	-	-

DISTRICT # 9 CUMBERLAND CO.

TOTAL	11	136,270.00	65,273.73	4,805.32	1,108.51	1,105.63	72,293.19
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	1	13,560.00	2,570.97	423.32	800.00	-	3,794.29
PROF. & TECH.	4	16,747.00	5,196.93	-	-	-	5,196.93
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	5,616.00	3,023.76	-	-	-	3,023.76
GOODS PRODUCTION	4	71,591.00	45,619.02	4,332.00	308.51	505.42	50,814.95
RECREATIONAL	1	28,756.00	8,863.05	-	-	600.21	9,463.26
SOCIAL AID	-	-	-	-	-	-	-

STATE WIDE

TOTAL	60	5,984,063.00	1,607,621.31	28,540.87	73,601.39	47,723.28	1,757,486.85
EDUCATIONAL	8	2,809,323.00	688,068.77	22,662.18	804.46	11,667.50	723,202.91
CLERICAL	4	198,584.00	53,559.13	-	50.00	1,988.01	55,597.14
PROF. & TECH.	10	1,175,999.00	371,535.26	2,814.42	5,979.32	13,755.06	394,134.06
STATISTICAL	21	1,143,857.00	338,721.17	2,634.40	3,935.49	6,399.44	351,690.50
FEDERAL CULTURAL	8	32,876.00	12,138.48	429.87	210.47	1,351.26	14,130.08
GOODS PRODUCTION	5	11,580.00	5,760.74	-	-	-	5,760.74
RECREATIONAL	-	-	-	-	-	-	-
SOCIAL AID	4	611,844.00	137,787.76	-	62,621.65	12,562.01	212,971.42

# APPENDIX III

## WOMENS AND PROFESSIONAL PROJECTS

### ANALYSIS OF RELIEF AND NON RELIEF EMPLOYEES AND PAYROLL ENCUMBRANCES BY MAJOR TYPE OF PROJECT

	NUMBER PROJECTS	PAYROLL RELIEF	FUND ENCUMBRANCES NON RELIEF	TOTAL	HOURS PAID	EMPLOYMENT RELIEF NON REL. TOTAL		
STATE TOTAL								
TOTAL	951	\$5,347,997.43	\$712,512.13	\$6,060,509.56	10,453,060	16,125	1,728	17,853
EDUCATIONAL	15	583,371.51	115,330.41	698,701.92	948,158	1,366	179	1,545
CLERICAL	205	504,102.02	46,708.32	550,810.34	995,441	1,524	189	1,713
PROF. & TECH.	201	1,051,173.63	127,980.42	1,179,154.05	1,939,038	2,589	296	2,885
STATISTICAL	71	396,581.95	68,036.97	464,618.92	762,721	1,827	209	2,036
FEDERAL CULTURAL	88	662,307.28	96,205.38	758,512.66	836,370	1,437	200	1,637
GOODS PRODUCTION	192	1,659,289.78	177,163.01	1,836,452.79	3,823,991	6,042	451	6,493
RECREATIONAL	37	241,087.60	51,645.36	292,732.96	521,502	691	150	841
SOCIAL AID	42	250,083.66	29,442.26	279,525.92	515,839	649	54	703
DISTRICT # 1 TOTAL								
TOTAL	158	764,634.18	87,846.83	852,481.01	1,542,308	2,157	190	2,347
EDUCATIONAL	3	1,885.55	-	1,885.55	3,214	5	-	5
CLERICAL	43	58,806.16	4,777.72	63,583.88	110,727	118	10	128
PROF. & TECH.	37	105,257.02	8,821.70	114,078.72	192,941	323	23	346
STATISTICAL	7	19,281.43	967.47	20,248.90	33,496	51	3	54
FEDERAL CULTURAL	12	80,581.18	10,739.75	91,320.93	96,759	164	21	185
GOODS PRODUCTION	29	439,811.65	52,245.15	492,056.80	970,018	1,345	114	1,459
RECREATIONAL	20	29,430.08	6,725.86	36,155.94	78,827	85	12	97
SOCIAL AID	7	29,581.11	3,569.18	33,150.29	56,326	66	7	73
DISTRICT # 1 BERGEN CO.								
TOTAL	97	301,809.39	27,196.49	329,005.88	567,115	846	60	906
EDUCATIONAL	2	1,056.85	-	1,056.85	1,669	3	-	3
CLERICAL	28	18,853.94	891.99	19,745.93	34,605	40	3	43
PROF. & TECH.	21	65,452.32	4,817.59	70,269.91	114,720	189	13	202
STATISTICAL	4	12,480.78	614.15	13,094.93	21,225	12	1	13
FEDERAL CULTURAL	6	44,533.99	2,685.12	47,219.11	48,760	84	6	90
GOODS PRODUCTION	17	149,350.41	16,199.01	165,555.42	326,561	485	33	518
RECREATIONAL	17	9,416.05	1,985.63	11,404.68	18,566	31	4	35
SOCIAL AID	2	659.05	-	659.05	1,009	2	-	2
DISTRICT # 1 PASSAIC CO.								
TOTAL	58	456,748.95	59,841.68	516,590.63	941,138	1,297	129	1,426
EDUCATIONAL	1	828.70	-	828.70	1,545	2	-	2
CLERICAL	15	39,952.22	3,885.73	43,837.95	76,122	78	7	85
PROF. & TECH.	14	35,253.97	4,004.11	39,258.08	66,521	125	10	135
STATISTICAL	3	6,800.65	353.32	7,153.97	12,271	39	2	41
FEDERAL CULTURAL	6	36,047.19	8,054.63	44,101.82	47,999	80	15	95
GOODS PRODUCTION	12	290,455.24	36,046.14	326,501.38	643,457	860	81	941
RECREATIONAL	2	18,488.92	3,928.57	22,417.49	37,906	49	7	56
SOCIAL AID	5	28,922.06	3,569.18	32,491.24	55,317	64	7	71
DISTRICT # 1 SUSSEX CO.								
TOTAL	3	6,075.84	808.66	6,884.50	34,655	14	1	15
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-	-
PROF. & TECH.	2	4,550.73	-	4,550.73	11,700	9	-	9
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	-	-	-	-	-	-	-	-
GOODS PRODUCTION	-	-	-	-	-	-	-	-
RECREATIONAL	1	1,525.11	808.66	2,333.77	22,355	5	1	6
SOCIAL AID	-	-	-	-	-	-	-	-



	NUMBER PROJECTS	PAYROLL FUND ENCUMBRANCES			HOURS PAID	EMPLOYMENT		
		RELIEF	NON RELIEF	TOTAL		RELIEF	NON REL.	TOTAL
DISTRICT # 2 HUDSON CO.								
TOTAL	47	543,513.60	299,109.52	842,623.12	1,140,917	1,828	352	2,180
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	14	72,052.58	17,784.65	89,837.23	155,063	295	102	397
PROF. & TECH.	14	84,694.85	26,635.10	111,329.95	194,121	228	80	308
STATISTICAL	2	4,710.71	2,125.31	6,836.02	12,063	39	11	50
FEDERAL CULTURAL	9	92,187.12	15,914.58	108,101.70	128,908	195	22	217
GOODS PRODUCTION	6	248,594.15	22,477.97	271,072.12	553,919	967	60	1,027
RECREATIONAL	1	35,302.92	14,001.91	49,304.83	86,745	94	76	170
SOCIAL AID	1	5,971.27	170.00	6,141.27	10,098	10	1	11

#### DISTRICT # 3 ESSEX CO.

TOTAL	103	725,003.89	85,621.88	810,625.77	1,297,595	2,356	260	2,616
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	24	66,326.43	1,779.69	68,106.12	121,593	192	3	195
PROF. & TECH.	43	171,286.62	15,055.37	186,341.99	320,505	400	32	432
STATISTICAL	6	15,204.09	3,343.29	18,547.38	31,345	209	35	244
FEDERAL CULTURAL	9	240,770.47	32,314.31	273,084.78	306,094	460	79	539
GOODS PRODUCTION	14	139,439.96	18,307.90	157,747.86	326,209	860	82	942
RECREATIONAL	1	41,157.81	8,316.48	49,474.29	77,268	126	13	140
SOCIAL AID	6	50,730.51	6,504.84	57,235.35	109,581	107	11	118

#### DISTRICT # 4 TOTAL

TOTAL	154	516,354.50	60,686.00	577,040.50	947,856	1,291	152	1,443
EDUCATIONAL	2	5,266.19	780.00	6,046.19	11,483	8	2	10
CLERICAL	51	81,298.58	7,947.15	89,245.73	155,652	244	32	276
PROF. & TECH.	37	136,900.04	17,684.24	154,584.28	244,382	292	38	330
STATISTICAL	21	44,169.48	4,571.54	48,741.02	74,391	123	13	136
FEDERAL CULTURAL	7	53,879.43	5,877.31	59,756.74	64,936	111	14	125
GOODS PRODUCTION	23	98,360.85	9,349.47	107,710.32	217,317	324	30	354
RECREATIONAL	3	69,200.66	12,302.41	81,503.07	137,408	151	19	170
SOCIAL AID	10	22,219.27	2,163.88	24,383.15	42,287	38	4	42

#### DISTRICT # 4 MIDDLESEX CO.

TOTAL	96	299,544.28	39,375.48	338,919.76	534,625	724	99	823
EDUCATIONAL	2	5,266.19	780.00	6,046.19	11,483	8	2	10
CLERICAL	30	47,462.51	6,076.41	53,538.92	92,781	119	17	136
PROF. & TECH.	23	103,454.81	13,526.01	117,000.82	182,679	213	27	240
STATISTICAL	18	34,631.73	2,418.22	37,049.95	55,011	107	9	116
FEDERAL CULTURAL	5	35,090.06	4,595.31	39,685.37	40,531	65	11	76
GOODS PRODUCTION	6	14,335.44	2,333.33	16,668.77	33,761	97	17	114
RECREATIONAL	2	30,773.15	7,777.32	38,550.47	79,848	86	12	98
SOCIAL AID	8	20,470.39	2,163.88	22,634.27	38,531	29	4	33

#### DISTRICT # 4 UNION CO.

TOTAL	53	216,310.22	21,310.52	237,620.74	413,231	567	53	620
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	21	33,836.07	1,861.74	35,697.81	62,871	125	15	140
PROF. & TECH.	14	33,505.23	4,058.23	37,563.46	61,703	79	11	90
STATISTICAL	3	9,537.75	2,153.32	11,691.07	19,380	16	4	20
FEDERAL CULTURAL	2	23,779.37	1,292.00	25,071.37	24,405	46	3	49
GOODS PRODUCTION	15	33,975.41	7,313.14	41,288.55	183,556	227	13	240
RECREATIONAL	1	30,417.51	4,625.09	35,042.60	57,566	65	7	72
SOCIAL AID	2	1,748.88	-	1,748.88	3,756	9	-	9

	NUMBER PROJECTS	PAYROLL FUND ENCUMBRANCES			HOURS PAID	EMPLOYMENT		
		RELIEF	NON RELIEF	TOTAL		RELIEF	NON REL.	TOTAL
DISTRICT # 5 TOTAL								
TOTAL	51	\$142,797.24	\$6,177.94	\$148,975.18	340,349	565	27	592
EDUCATIONAL	1	2,629.91	-	2,629.91	6,730	8	-	8
CLERICAL	10	12,134.76	86.50	12,221.26	28,053	34	-	34
PROF. & TECH.	14	30,455.70	154.04	30,609.74	70,013	83	2	85
STATISTICAL	3	4,118.10	-	4,118.10	7,342	22	-	22
FEDERAL CULTURAL	5	20,282.44	3,257.60	23,540.04	37,520	65	10	75
GOODS PRODUCTION	11	58,395.56	2,652.30	61,047.86	158,906	309	12	321
RECREATIONAL	2	9,302.25	27.50	9,329.75	19,372	29	3	32
SOCIAL AID	5	5,478.52	-	5,478.52	12,413	15	-	15

DISTRICT # 5 MONMOUTH CO.

TOTAL	33	87,933.39	5,681.70	93,615.09	211,707	342	21	363
EDUCATIONAL	1	2,629.91	-	2,629.91	6,730	8	-	8
CLERICAL	7	11,056.26	-	11,056.26	25,401	29	-	29
PROF. & TECH.	9	12,401.41	27.50	12,428.91	28,856	33	-	33
STATISTICAL	2	2,010.22	-	2,010.22	3,991	14	-	14
FEDERAL CULTURAL	4	16,618.33	3,037.60	19,655.93	31,568	56	10	66
GOODS PRODUCTION	7	33,758.34	2,589.10	36,347.44	94,783	174	10	184
RECREATIONAL	1	5,910.93	27.50	5,938.43	12,134	18	1	19
SOCIAL AID	2	3,547.99	-	3,547.99	8,244	10	-	10

DISTRICT # 5 OCEAN CO.

TOTAL	18	54,863.85	496.24	55,360.09	128,642	223	6	229
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	3	1,078.50	86.50	1,165.00	2,652	5	-	5
PROF. & TECH.	5	18,054.29	126.54	18,180.83	41,157	50	2	52
STATISTICAL	1	2,107.88	-	2,107.88	3,351	8	-	8
FEDERAL CULTURAL	1	3,664.11	220.00	3,884.11	5,952	9	-	9
GOODS PRODUCTION	4	24,637.22	63.20	24,700.42	64,123	135	2	137
RECREATIONAL	1	3,391.32	-	3,391.32	7,238	11	2	13
SOCIAL AID	3	1,930.53	-	1,930.53	4,169	5	-	5

DISTRICT # 6 TOTAL

TOTAL	57	148,988.05	22,482.11	171,470.16	369,033	556	53	609
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	11	8,953.03	288.54	9,240.57	17,981	27	1	28
PROF. & TECH.	6	15,382.68	1,775.05	17,157.73	32,792	30	4	34
STATISTICAL	4	6,003.33	530.25	6,533.58	12,295	23	1	24
FEDERAL CULTURAL	10	21,482.73	4,256.45	25,739.18	36,159	89	9	98
GOODS PRODUCTION	17	67,488.17	9,077.32	76,565.49	195,906	282	24	306
RECREATIONAL	4	18,760.12	4,379.63	23,139.75	43,588	66	9	75
SOCIAL AID	5	10,917.99	2,174.87	13,092.86	30,312	39	5	44

DISTRICT # 6 HUNTERDON CO.

TOTAL	4	4,044.29	1,044.24	5,088.53	10,948	18	3	21
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-	-
PROF. & TECH.	-	-	-	-	-	-	-	-
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	505.00	-	505.00	675	2	-	2
GOODS PRODUCTION	1	771.81	325.02	1,096.83	2,708	7	1	8
RECREATIONAL	1	2,767.48	719.22	3,486.70	7,565	9	2	11
SOCIAL AID	-	-	-	-	-	-	-	-



	NUMBER PROJECTS	PAYROLL FUND ENCUMBRANCES		TOTAL	HOURS PAID	EMPLOYMENT		
		RELIEF	NON RELIEF			RELIEF	NON REL.	TOTAL
DISTRICT # 6 MORRIS CO.								
TOTAL	32	\$106,575.78	\$14,577.05	\$121,152.83	254,281	367	38	405
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	6	6,313.94	288.54	6,602.48	12,130	21	1	22
PROF. & TECH.	5	14,618.69	1,775.05	16,393.74	31,101	25	4	29
STATISTICAL	4	6,003.33	530.25	6,533.58	12,295	23	1	24
FEDERAL CULTURAL	5	17,225.73	3,814.21	21,039.94	29,700	75	8	83
GOODS PRODUCTION	8	40,616.48	3,871.21	44,487.69	115,498	150	14	164
RECREATIONAL	1	12,234.52	2,122.92	14,357.44	26,302	36	5	41
SOCIAL AID	3	9,563.09	2,174.87	11,737.96	27,255	37	5	42
DISTRICT # 6 SOMERSET CO.								
TOTAL	10	21,168.80	4,747.91	25,916.71	60,488	33	6	99
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	1	184.03	-	184.03	370	-	-	-
PROF. & TECH.	1	763.99	-	763.99	1,691	5	-	5
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	1,069.50	307.12	1,376.62	1,992	5	-	5
GOODS PRODUCTION	5	16,647.04	3,148.05	19,795.09	49,594	73	5	78
RECREATIONAL	1	2,504.24	1,292.74	3,796.98	6,341	10	1	11
SOCIAL AID	-	-	-	-	-	-	-	-
DISTRICT # 6 WARREN CO.								
TOTAL	11	17,199.18	2,112.91	19,312.09	43,316	78	6	84
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	4	2,455.06	-	2,455.06	5,481	6	-	6
PROF. & TECH.	-	-	-	-	-	-	-	-
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	2,682.50	135.12	2,817.62	3,792	7	1	8
GOODS PRODUCTION	3	9,452.84	1,733.04	11,185.88	28,106	52	4	56
RECREATIONAL	1	1,253.88	244.75	1,498.63	2,380	11	1	12
SOCIAL AID	2	1,354.90	-	1,354.90	3,057	2	-	2
DISTRICT # 7 TOTAL								
TOTAL	76	303,323.05	37,295.52	340,618.57	627,120	883	76	959
EDUCATIONAL	1	71.50	-	71.50	130	2	-	2
CLERICAL	20	109,136.67	9,077.92	118,214.65	216,634	280	15	295
PROF. & TECH.	14	43,961.11	5,901.36	49,862.47	92,596	96	15	111
STATISTICAL	2	4,545.64	115.24	4,660.88	7,954	44	1	45
FEDERAL CULTURAL	14	59,444.09	9,740.83	69,234.92	97,009	144	20	164
GOODS PRODUCTION	22	75,295.95	10,597.10	85,893.13	186,694	276	21	297
RECREATIONAL	1	9,103.72	1,455.11	10,558.83	19,716	31	3	34
SOCIAL AID	2	1,764.37	357.82	2,122.19	4,387	10	1	11
DISTRICT # 7 BURLINGTON CO.								
TOTAL	25	83,886.75	11,248.52	95,135.27	199,299	299	26	325
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	6	13,895.92	1,742.33	15,638.25	29,406	61	4	65
PROF. & TECH.	3	7,798.93	1,143.15	8,942.08	18,549	21	6	27
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	6,922.46	500.00	7,422.46	10,725	14	1	15
GOODS PRODUCTION	12	45,768.85	6,407.93	52,176.78	120,000	170	12	182
RECREATIONAL	1	9,103.72	1,455.11	10,558.83	19,716	31	3	34
SOCIAL AID	1	396.87	-	396.87	903	2	-	2

	NUMBER PROJECTS	PAYROLL FUND ENCUMBRANCES		TOTAL	HOURS PAID	EMPLOYMENT		
		RELIEF	NON RELIEF			RELIEF	NON REL.	TOTAL

# DISTRICT # 7 MERCER CO.

TOTAL	51	\$219,436.30	\$26,047.00	\$245,483.30	427,821	584	50	634
EDUCATIONAL	1	71.50	-	71.50	130	2	-	2
CLERICAL	14	95,240.75	7,335.65	102,576.40	187,228	219	11	230
PROF. & TECH.	11	36,162.18	4,758.21	40,920.39	74,047	75	9	84
STATISTICAL	2	4,545.64	115.24	4,660.88	7,954	44	1	45
FEDERAL CULTURAL	12	52,521.63	9,290.83	61,812.46	86,284	130	19	149
GOODS PRODUCTION	10	29,527.10	4,189.25	33,716.35	68,694	106	9	115
RECREATIONAL	-	-	-	-	-	-	-	-
SOCIAL AID	1	1,367.50	357.82	1,725.32	3,484	8	1	9

# DISTRICT # 8 TOTAL

TOTAL	96	507,614.39	36,490.60	544,104.99	1,032,922	1,406	76	1,482
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	22	42,384.92	126.00	42,510.92	83,713	90	1	91
PROF. & TECH.	18	94,854.78	4,047.10	98,901.88	161,041	183	7	190
STATISTICAL	3	4,630.80	317.90	4,948.70	6,773	24	2	26
FEDERAL CULTURAL	9	50,191.11	4,401.80	54,592.91	63,631	113	10	123
GOODS PRODUCTION	42	300,865.09	25,738.27	326,603.36	689,313	936	51	987
RECREATIONAL	2	14,687.69	1,859.53	16,547.22	28,451	60	5	65
SOCIAL AID	-	-	-	-	-	-	-	-

# DISTRICT # 8 CAMDEN CO.

TOTAL	69	387,567.60	28,128.09	415,695.69	723,506	970	53	1,023
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	14	21,409.02	126.00	21,535.02	39,018	54	1	55
PROF. & TECH.	16	87,550.54	3,813.57	91,364.11	142,594	154	7	161
STATISTICAL	3	4,630.80	317.90	4,948.70	6,773	24	2	26
FEDERAL CULTURAL	8	45,506.36	4,134.80	49,641.16	56,183	101	9	110
GOODS PRODUCTION	27	220,314.21	18,569.29	238,883.50	465,428	602	32	634
RECREATIONAL	1	8,156.67	1,166.53	9,323.20	13,510	35	2	37
SOCIAL AID	-	-	-	-	-	-	-	-

# DISTRICT # 8 GLOUCESTER CO.

TOTAL	21	106,823.47	6,740.79	113,564.26	271,011	370	13	383
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	6	19,925.90	-	19,925.90	42,420	36	-	36
PROF. & TECH.	1	6,512.78	137.50	6,650.28	15,652	23	-	23
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	4,684.75	267.00	4,951.75	7,448	12	1	13
GOODS PRODUCTION	12	69,169.02	5,643.29	74,812.31	190,550	274	9	283
RECREATIONAL	1	6,531.02	693.00	7,224.02	14,941	25	3	28
SOCIAL AID	-	-	-	-	-	-	-	-

# DISTRICT # 8 SALEM CO.

TOTAL	6	13,223.32	1,621.72	14,845.04	38,405	66	10	76
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	2	1,050.00	-	1,050.00	2,275	-	-	-
PROF. & TECH.	1	791.46	96.03	887.49	2,795	6	-	6
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	-	-	-	-	-	-	-	-
GOODS PRODUCTION	3	11,381.86	1,525.69	12,907.55	33,335	60	10	70
RECREATIONAL	-	-	-	-	-	-	-	-
SOCIAL AID	-	-	-	-	-	-	-	-



	NUMBER PROJECTS	RELIEF	NON RELIEF	TOTAL	HOURS PAID	EMPLOYMENT NON REL.	RELIEF	TOTAL
DISTRICT # 9 TOTAL								
TOTAL	49	\$328,292.86	\$36,656.09	\$364,948.95	767,194	1,089	80	1,169
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	6	4,113.85	176.00	4,289.85	8,063	17	-	17
PROF. & TECH.	8	41,404.62	3,237.41	44,642.03	95,381	126	7	133
STATISTICAL	2	9,882.62	1,300.55	11,183.17	20,151	77	7	84
FEDERAL CULTURAL	5	33,337.23	2,647.75	35,984.98	42,503	84	3	87
GOODS PRODUCTION	23	225,277.66	26,717.45	251,995.11	570,704	728	57	785
RECREATIONAL	3	14,142.35	2,576.93	16,719.28	30,127	47	5	52
SOCIAL AID	1	134.53	-	134.53	265	10	1	11

DISTRICT # 9 ATLANTIC CO.

TOTAL	32	245,583.90	25,055.10	270,639.00	541,517	827	56	883
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	5	1,674.88	44.00	1,718.88	2,864	3	-	3
PROF. & TECH.	3	35,567.06	3,099.54	38,666.60	82,341	107	7	114
STATISTICAL	2	9,882.62	1,300.55	11,183.17	20,151	77	7	84
FEDERAL CULTURAL	3	29,327.70	1,960.00	31,287.70	36,579	70	2	72
GOODS PRODUCTION	16	162,552.31	17,471.58	180,023.89	387,443	540	37	577
RECREATIONAL	1	6,444.80	1,179.43	7,624.23	11,874	20	2	22
SOCIAL AID	2	134.53	-	134.53	265	10	1	11

DISTRICT # 9 CAPE MAY CO.

TOTAL	6	25,657.98	3,378.24	29,036.22	72,126	72	5	77
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-	-
PROF. & TECH.	1	778.50	-	778.50	1,755	3	-	3
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	1,384.27	289.25	1,673.52	1,836	6	-	6
GOODS PRODUCTION	3	23,263.21	3,088.99	26,352.20	68,275	61	5	66
RECREATIONAL	1	232.00	-	232.00	260	2	-	2
SOCIAL AID	-	-	-	-	-	-	-	-

DISTRICT # 9 CUMBERLAND

TOTAL	11	57,050.98	8,222.75	65,273.73	153,551	190	19	209
EDUCATIONAL	-	-	-	-	-	-	-	-
CLERICAL	1	2,438.97	132.00	2,570.97	5,199	14	-	14
PROF. & TECH.	4	5,059.06	137.77	5,196.83	11,285	16	-	16
STATISTICAL	-	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	2,625.26	39.50	2,664.76	4,088	8	1	9
GOODS PRODUCTION	4	39,422.14	6,150.98	45,573.12	114,906	127	15	142
RECREATIONAL	1	7,465.55	1,397.50	8,863.05	17,993	25	3	28
SOCIAL AID	-	-	-	-	-	-	-	-

STATE WIDE

TOTAL	60	1,367,475.67	240,145.64	1,607,621.31	2,387,766	3,994	462	4,456
EDUCATIONAL	8	573,518.36	114,550.41	688,068.77	926,001	1,343	177	1,520
CLERICAL	4	48,895.04	4,664.09	53,559.13	92,962	227	25	252
PROF. & TECH.	10	326,916.21	44,669.05	371,585.26	535,266	328	88	416
STATISTICAL	21	203,955.75	54,765.42	258,721.17	556,911	1,215	136	1,351
FEDERAL CULTURAL	8	5,143.48	6,995.00	12,138.48	12,851	12	12	24
GOODS PRODUCTION	5	5,760.74	-	5,760.74	13,005	15	-	15
RECREATIONAL	-	-	-	-	-	-	-	-
SOCIAL AID	4	123,236.09	14,501.67	137,737.76	250,170	354	24	378

ANALYSIS OF EMPLOYEES BY WAGE CLASSIFICATION  
AND MAJOR TYPE OF PROJECT

EMPLOYMENT

NUMBER PROJECTS	TOTAL	SUPERVISORY	PROF. & TECH.	SKILLED	INTERMEDIATE	UNSKILLED
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STATE TOTAL

TOTAL	851	17,853	1,005	2,756	2,671	4,880	6,541
EDUCATIONAL	15	1,545	211	702	502	50	80
CLERICAL	205	1,713	51	43	231	1,249	139
PROF. & TECH.	201	2,885	197	378	749	1,307	254
STATISTICAL	71	2,036	142	335	363	1,049	147
FEDERAL CULTURAL	88	1,637	113	1,052	290	120	62
GOODS PRODUCTION	192	6,493	200	18	246	494	5,535
RECREATIONAL	37	841	44	92	219	391	95
SOCIAL AID	42	703	47	136	71	220	229

DISTRICT # 1 TOTAL

TOTAL	158	2,347	69	262	193	478	1,345
EDUCATIONAL	3	5	-	-	2	3	-
CLERICAL	43	128	4	6	15	81	22
PROF. & TECH.	37	346	9	57	67	209	4
STATISTICAL	7	54	1	14	11	27	1
FEDERAL CULTURAL	12	185	14	132	34	2	3
GOODS PRODUCTION	29	1,459	34	4	50	86	1,285
RECREATIONAL	20	97	3	20	11	57	6
SOCIAL AID	7	73	4	29	3	13	24

DISTRICT # 1 BERGEN CO.

TOTAL	97	906	33	130	68	191	484
EDUCATIONAL	2	3	-	-	2	1	-
CLERICAL	28	43	-	4	2	37	-
PROF. & TECH.	21	202	6	44	36	113	3
STATISTICAL	4	13	-	2	2	8	1
FEDERAL CULTURAL	6	90	6	68	14	1	1
GOODS PRODUCTION	17	518	21	1	8	11	477
RECREATIONAL	17	35	-	10	3	20	2
SOCIAL AID	2	2	-	1	1	-	-

DISTRICT # 1 PASSAIC CO.

TOTAL	58	1,426	35	128	119	283	861
EDUCATIONAL	1	2	-	-	-	2	-
CLERICAL	15	85	4	2	13	44	22
PROF. & TECH.	14	135	3	11	28	92	1
STATISTICAL	3	41	1	12	9	19	-
FEDERAL CULTURAL	6	95	8	64	20	1	2
GOODS PRODUCTION	12	941	13	3	42	75	808
RECREATIONAL	2	56	2	8	5	37	4
SOCIAL AID	5	71	4	28	2	13	24

DISTRICT # 1 SUSSEX CO.

TOTAL	3	15	1	4	6	4	-
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-
PROF. & TECH.	2	9	-	2	3	4	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	-	-	-	-	-	-	-
GOODS PRODUCTION	-	-	-	-	-	-	-
RECREATIONAL	1	6	1	2	3	-	-
SOCIAL AID	-	-	-	-	-	-	-



# EMPLOYMENT

NUMBER  
PROJECTS

TOTAL SUPERVISORY PROF. & TECH. SKILLED INTERMEDIATE UNSKILLED

## DISTRICT # 2 HUDSON CO.

TOTAL	47	2,180	62	225	277	575	1,041
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	14	397	14	9	33	323	18
PROF. & TECH.	14	308	17	28	55	152	56
STATISTICAL	2	50	2	13	11	14	10
FEDERAL CULTURAL	9	217	13	164	29	9	2
GOODS PRODUCTION	6	1,027	8	-	58	77	884
RECREATIONAL	1	170	8	-	91	-	71
SOCIAL AID	1	11	-	11	-	-	-

## DISTRICT # 3 ESSEX CO.

TOTAL	103	2,616	96	373	345	859	943
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	24	195	1	3	17	163	11
PROF. & TECH.	43	432	13	32	107	227	53
STATISTICAL	6	244	6	27	38	170	3
FEDERAL CULTURAL	9	539	41	306	119	33	40
GOODS PRODUCTION	14	942	19	1	39	48	835
RECREATIONAL	1	146	9	2	22	112	1
SOCIAL AID	6	118	7	2	3	106	-

## DISTRICT # 4 TOTAL

TOTAL	154	1,443	76	249	143	667	308
EDUCATIONAL	2	10	-	-	-	10	-
CLERICAL	51	276	13	-	9	248	6
PROF. & TECH.	37	330	22	47	61	195	5
STATISTICAL	21	136	5	60	27	43	1
FEDERAL CULTURAL	7	125	8	103	11	3	-
GOODS PRODUCTION	23	354	21	-	4	51	278
RECREATIONAL	3	170	5	25	31	106	3
SOCIAL AID	10	42	2	14	-	11	15

## DISTRICT # 4 MIDDLESEX CO.

TOTAL	96	823	47	173	107	389	107
EDUCATIONAL	2	10	-	-	-	10	-
CLERICAL	30	136	10	-	4	122	-
PROF. & TECH.	23	240	18	34	49	134	5
STATISTICAL	18	116	3	56	23	33	1
FEDERAL CULTURAL	5	76	5	57	11	3	-
GOODS PRODUCTION	8	114	7	-	2	10	95
RECREATIONAL	2	98	2	12	18	66	-
SOCIAL AID	8	33	2	14	-	11	6

## DISTRICT # 4 UNION CO.

TOTAL	58	620	29	76	36	278	201
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	21	140	3	-	5	126	6
PROF. & TECH.	14	90	4	13	12	81	-
STATISTICAL	3	20	2	4	4	10	-
FEDERAL CULTURAL	2	49	3	46	-	-	-
GOODS PRODUCTION	15	240	14	-	2	41	183
RECREATIONAL	1	72	3	13	13	40	3
SOCIAL AID	2	9	-	-	-	-	9

		E M P L O Y M E N T					
	NUMBER PROJECTS	TOTAL	SUPERVISORY	PROF. & TECH.	SKILLED	INTERMEDIATE	UNSKILLED
DISTRICT # 5 TOTAL							
TOTAL	51	592	25	87	53	127	300
EDUCATIONAL	1	8	-	1	-	3	4
CLERICAL	10	34	-	-	7	27	-
PROF. & TECH.	14	85	1	7	12	59	6
STATISTICAL	3	22	1	13	5	3	-
FEDERAL CULTURAL	5	75	5	56	12	1	1
GOODS PRODUCTION	11	321	15	-	14	9	283
RECREATIONAL	2	32	3	6	2	17	4
SOCIAL AID	5	15	-	4	1	8	2

DISTRICT # 5 MONMOUTH CO.

TOTAL	33	363	14	70	31	79	169
EDUCATIONAL	1	8	-	1	-	3	4
CLERICAL	7	29	-	-	5	24	-
PROF. & TECH.	9	33	-	2	4	25	2
STATISTICAL	2	14	-	12	1	1	-
FEDERAL CULTURAL	4	66	4	48	12	1	1
GOODS PRODUCTION	7	184	9	-	8	7	160
RECREATIONAL	1	19	1	5	-	12	1
SOCIAL AID	2	10	-	2	1	6	1

DISTRICT # 5 OCEAN CO.

TOTAL	18	229	11	17	22	48	131
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	3	5	-	-	2	3	-
PROF. & TECH.	5	52	1	5	8	34	4
STATISTICAL	1	8	1	1	4	2	-
FEDERAL CULTURAL	1	9	1	8	-	-	-
GOODS PRODUCTION	4	137	6	-	6	2	123
RECREATIONAL	1	13	2	1	2	5	3
SOCIAL AID	3	5	-	2	-	2	1

DISTRICT # 6 TOTAL

TOTAL	57	609	25	95	103	74	312
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	11	28	-	5	17	5	1
PROF. & TECH.	6	34	2	1	9	21	1
STATISTICAL	4	24	2	5	4	4	9
FEDERAL CULTURAL	10	98	3	58	9	19	9
GOODS PRODUCTION	17	306	10	6	28	9	253
RECREATIONAL	4	75	4	17	36	12	6
SOCIAL AID	5	44	4	3	-	4	33

DISTRICT # 6 HUNTERDON CO.

TOTAL	4	21	1	4	1	4	11
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-
PROF. & TECH.	-	-	-	-	-	-	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	2	-	2	-	-	-
GOODS PRODUCTION	1	8	-	-	-	-	8
RECREATIONAL	1	11	1	2	1	4	3
SOCIAL AID	-	-	-	-	-	-	-

# EMPLOYMENT

NUMBER  
PROJECTS

TOTAL

SUPERVISORY PROF. & TECH. SKILLED INTERMEDIATE UNSKILLED

## DISTRICT # 6 MORRIS CO.

TOTAL	32	405	18	62	75	48	202
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	6	22	-	3	17	1	1
PROF. & TECH.	5	29	2	1	9	16	1
STATISTICAL	4	24	2	5	4	4	9
FEDERAL CULTURAL	5	83	3	43	9	19	9
GOODS PRODUCTION	8	164	6	-	6	3	149
RECREATIONAL	1	41	1	8	30	2	-
SOCIAL AID	3	42	4	2	-	3	33

## DISTRICT # 6 SOMERSET CO.

TOTAL	10	99	3	11	9	9	67
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	1	-	-	-	-	-	-
PROF. & TECH.	1	5	-	-	-	5	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	5	-	5	-	-	-
GOODS PRODUCTION	5	78	2	3	2	1	64
RECREATIONAL	1	11	1	3	1	3	3
SOCIAL AID	-	-	-	-	-	-	-

## DISTRICT # 6 WARREN CO.

TOTAL	11	64	3	13	18	13	32
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	4	6	-	2	-	4	-
PROF. & TECH.	-	-	-	-	-	-	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	8	-	8	-	-	-
GOODS PRODUCTION	3	56	2	3	14	5	32
RECREATIONAL	1	12	1	4	4	3	-
SOCIAL AID	2	2	-	1	-	1	-

## DISTRICT # 7 TOTAL

TOTAL	76	959	42	91	91	360	375
EDUCATIONAL	1	2	-	-	2	-	-
CLERICAL	20	295	6	4	15	189	81
PROF. & TECH.	14	111	4	6	32	61	8
STATISTICAL	2	45	1	4	10	17	13
FEDERAL CULTURAL	14	164	9	70	31	48	6
GOODS PRODUCTION	22	297	20	-	-	20	257
RECREATIONAL	1	34	1	7	1	23	2
SOCIAL AID	2	11	1	-	-	2	2

## DISTRICT # 7 BURLINGTON CO.

TOTAL	25	325	17	23	14	84	187
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	6	65	2	-	6	35	22
PROF. & TECH.	3	27	1	2	7	12	5
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	2	15	1	14	-	-	-
GOODS PRODUCTION	12	182	12	-	-	12	158
RECREATIONAL	1	34	1	7	1	23	2
SOCIAL AID	1	2	-	-	-	2	-



# EMPLOYMENT

NUMBER  
PROJECTS

TOTAL SUPERVISORY PROF. & TECH. SKILLED INTERMEDIATE UNSKILLED

## DISTRICT # 7 MERCER CO.

TOTAL	51	634	25	68	77	276	188
EDUCATIONAL	1	2	-	-	2	-	-
CLERICAL	14	230	4	4	9	154	59
PROF. & TECH.	11	84	3	4	25	49	3
STATISTICAL	2	45	1	4	10	17	13
FEDERAL CULTURAL	12	149	8	56	31	48	6
GOODS PRODUCTION	10	115	8	-	-	8	99
RECREATIONAL	-	-	-	-	-	-	-
SOCIAL AID	1	9	1	-	-	-	8

## DISTRICT # 8 TOTAL

TOTAL	96	1,482	71	141	135	336	799
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	22	91	3	8	17	63	-
PROF. & TECH.	18	190	10	33	38	105	4
STATISTICAL	3	26	2	7	10	3	4
FEDERAL CULTURAL	9	123	3	87	29	4	-
GOODS PRODUCTION	42	987	50	3	27	116	791
RECREATIONAL	2	65	3	3	14	45	-
SOCIAL AID	-	-	-	-	-	-	-

## DISTRICT # 8 CAMDEN CO.

TOTAL	69	1,023	55	122	103	239	504
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	14	55	1	4	4	46	-
PROF. & TECH.	16	161	10	33	36	78	4
STATISTICAL	3	26	2	7	10	3	4
FEDERAL CULTURAL	8	110	3	74	29	4	-
GOODS PRODUCTION	27	634	37	2	16	83	496
RECREATIONAL	1	37	2	2	8	25	-
SOCIAL AID	-	-	-	-	-	-	-

## DISTRICT # 8 GLOUCESTER CO.

TOTAL	21	383	13	19	32	80	239
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	6	36	2	4	13	17	-
PROF. & TECH.	1	23	-	-	2	21	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	13	-	13	-	-	-
GOODS PRODUCTION	12	283	10	1	11	22	239
RECREATIONAL	1	28	1	1	6	20	-
SOCIAL AID	-	-	-	-	-	-	-

## DISTRICT # 8 SALEM CO.

TOTAL	6	76	3	-	-	17	56
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	2	-	-	-	-	-	-
PROF. & TECH.	1	6	-	-	-	6	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	-	-	-	-	-	-	-
GOODS PRODUCTION	3	70	3	-	-	11	56
RECREATIONAL	-	-	-	-	-	-	-
SOCIAL AID	-	-	-	-	-	-	-



# EMPLOYMENT

NUMBER  
PROJECTS

TOTAL

SUPERVISORY PROF. & TECH. SKILLED INTERMEDIATE UNSKILLED

## DISTRICT # 9 TOTAL

TOTAL	49	1,169	42	104	76	166	781
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	6	17	1	-	14	2	-
PROF. & TECH.	8	133	1	12	4	12	104
STATISTICAL	2	84	8	8	10	58	-
FEDERAL CULTURAL	5	87	6	70	10	1	-
GOODS PRODUCTION	23	785	23	4	26	63	669
RECREATIONAL	3	52	2	10	11	21	8
SOCIAL AID	2	11	1	-	1	9	-

## DISTRICT # 9 ATLANTIC CO.

TOTAL	32	883	32	89	40	145	577
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	5	3	-	-	2	1	-
PROF. & TECH.	3	114	-	8	1	12	93
STATISTICAL	2	84	8	8	10	58	-
FEDERAL CULTURAL	3	72	4	66	2	-	-
GOODS PRODUCTION	16	577	18	2	21	53	483
RECREATIONAL	1	22	1	5	3	12	1
SOCIAL AID	2	11	1	-	1	9	-

## DISTRICT # 9 CAPE MAY CO.

TOTAL	6	77	4	5	6	4	58
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	-	-	-	-	-	-	-
PROF. & TECH.	1	3	-	-	3	-	-
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	6	2	3	-	1	-
GOODS PRODUCTION	3	66	2	2	3	1	58
RECREATIONAL	1	2	-	-	-	2	-
SOCIAL AID	-	-	-	-	-	-	-

## DISTRICT # 9 CUMBERLAND CO.

TOTAL	11	209	6	10	30	17	146
EDUCATIONAL	-	-	-	-	-	-	-
CLERICAL	1	14	1	-	12	1	-
PROF. & TECH.	4	16	1	4	-	-	11
STATISTICAL	-	-	-	-	-	-	-
FEDERAL CULTURAL	1	9	-	1	8	-	-
GOODS PRODUCTION	4	142	3	-	2	9	128
RECREATIONAL	1	28	1	5	8	7	7
SOCIAL AID	-	-	-	-	-	-	-

## STATE WIDE

TOTAL	60	4,456	491	1,127	1,255	1,240	343
EDUCATIONAL	8	1,520	211	701	498	34	76
CLERICAL	4	252	9	8	87	148	-
PROF. & TECH.	10	916	118	155	364	266	13
STATISTICAL	21	1,351	114	184	237	710	106
FEDERAL CULTURAL	8	24	11	6	6	-	1
GOODS PRODUCTION	5	15	-	-	-	15	-
RECREATIONAL	-	-	-	-	-	-	-
SOCIAL AID	4	378	28	73	63	67	147



APPENDIX V  
WOMENS AND PROFESSIONAL PROJECTS

SUMMARY OF SEWING ROOM PRODUCTION  
BY MONTHS AND BY DISTRICTS

D I S T R I C T S											
MONTHS	NO. ROOMS	TOTAL ARTICLES	ONE	TWO	THREE	FOUR	FIVE	SIX	SEVEN	EIGHT	NINE
TOTAL PRODUCTION											
STATE TOTAL		520,292	72,739	27,769	81,805	95,199	24,483	45,541	35,675	92,879	44,202
MAY	173	153,779	20,615	13,397	40,380	14,286	8,563	7,180	9,082	28,921	11,355
APRIL	168	103,617	18,761	8,969	16,080	11,364	6,874	5,573	5,010	22,645	8,341
MARCH	157	100,971	15,339	2,319	16,531	18,147	5,472	6,119	12,885	16,331	7,828
FEBRUARY	130	53,386	9,795	1,481	2,656	10,917	938	2,528	3,558	14,215	7,298
JANUARY	110	49,731	7,975	1,603	1,576	14,417	2,292	9,271	2,684	5,204	4,709
DECEMBER	54	40,528	189	-	4,385	12,237	344	12,614	2,143	5,099	3,517
NOVEMBER	20	18,280	65	-	197	13,831	-	2,256	313	464	1,154
WOMENS CLOTHING											
STATE TOTAL	-	65,171	14,736	3,527	7,398	7,258	2,678	4,414	5,634	14,353	5,173
MAY	-	20,200	4,509	1,464	3,190	2,380	954	974	1,358	4,050	1,321
APRIL	-	13,506	2,977	1,236	945	1,164	714	744	839	3,606	1,281
MARCH	-	13,932	3,875	410	999	1,365	597	1,086	2,016	2,576	1,008
FEBRUARY	-	7,554	2,051	256	244	601	131	514	660	2,566	531
JANUARY	-	5,375	1,244	161	337	933	241	471	387	1,221	380
DECEMBER	-	3,597	63	-	1,620	485	41	451	270	290	377
NOVEMBER	-	1,007	17	-	63	330	-	174	104	44	275
GIRLS CLOTHING											
STATE TOTAL	-	95,960	20,389	8,798	10,969	9,766	3,865	6,948	7,560	17,271	10,394
MAY	-	20,912	4,033	2,071	3,253	2,403	1,166	1,355	1,431	3,528	1,672
APRIL	-	23,825	5,656	3,987	2,342	1,910	1,485	1,417	1,465	3,327	2,236
MARCH	-	22,356	4,294	1,118	3,429	2,600	684	1,605	2,708	3,519	2,399
FEBRUARY	-	13,711	3,864	980	535	1,257	226	869	936	3,514	1,530
JANUARY	-	9,786	2,400	642	682	1,042	231	886	580	2,497	826
DECEMBER	-	4,233	126	-	643	474	73	664	383	685	1,185
NOVEMBER	-	1,137	16	-	85	80	-	152	57	201	546
BOYS CLOTHING											
STATE TOTAL	-	39,192	7,556	2,072	5,919	3,218	1,682	3,365	4,124	7,179	4,077
MAY	-	15,062	3,233	1,048	3,112	1,004	659	1,066	970	2,861	1,109
APRIL	-	10,383	2,581	583	1,897	548	492	560	823	1,833	1,066
MARCH	-	6,678	889	198	482	777	276	737	1,179	1,537	603
FEBRUARY	-	3,548	518	159	22	583	137	339	561	601	628
JANUARY	-	1,891	317	84	72	248	102	325	293	171	279
DECEMBER	-	1,363	-	-	329	56	16	270	261	154	277
NOVEMBER	-	267	18	-	5	2	-	68	37	22	115
MENS CLOTHING											
STATE TOTAL	-	23,545	4,196	634	2,466	4,275	941	1,654	2,084	5,449	1,846
MAY	-	8,512	1,582	209	830	1,451	375	460	528	2,406	671
APRIL	-	6,474	1,543	253	738	1,207	120	307	535	1,338	433
MARCH	-	3,735	487	168	457	308	210	405	653	733	314
FEBRUARY	-	2,379	394	1	52	914	63	256	107	405	187
JANUARY	-	1,553	190	3	89	314	123	130	130	447	127
DECEMBER	-	756	-	-	271	79	50	61	88	105	102
NOVEMBER	-	136	-	-	29	2	-	35	43	15	12



MONTHS	NO. ROOMS	TOTAL ARTICLES	D I S T R I C T S								
			ONE	TWO	THREE	FOUR	FIVE	SIX	SEVEN	EIGHT	NINE
INFANTS CLOTHING											
STATE TOTAL	-	104,404	13,713	6,935	16,890	5,230	9,227	6,602	10,884	20,788	14,135
MAY	-	38,259	3,290	5,066	8,731	2,096	3,639	1,454	2,675	7,510	3,798
APRIL	-	17,826	2,582	756	3,207	454	2,364	1,217	571	4,843	1,832
MARCH	-	24,506	3,447	418	4,554	887	2,097	2,033	4,787	4,242	2,041
FEBRUARY	-	9,594	1,996	-	149	489	118	401	1,100	2,899	2,442
JANUARY	-	9,141	2,384	695	172	911	845	369	791	265	2,709
DECEMBER	-	4,210	-	-	62	266	164	812	910	847	1,149
NOVEMBER	-	868	14	-	15	127	-	316	50	182	164
HOUSEHOLD GOODS											
STATE TOTAL	-	192,020	12,149	5,803	38,163	65,452	6,090	22,558	5,389	27,839	8,577
MAY	-	50,834	3,968	3,539	21,264	4,952	1,770	1,871	2,120	8,566	2,784
APRIL	-	31,603	3,422	2,154	6,951	6,081	1,699	1,328	777	7,698	1,493
MARCH	-	29,764	2,347	7	6,610	12,210	1,608	253	1,542	3,724	1,463
FEBRUARY	-	16,600	972	85	1,654	7,073	263	149	194	4,230	1,980
JANUARY	-	21,985	1,440	18	224	10,969	750	7,090	503	603	388
DECEMBER	-	26,369	-	-	1,460	10,877	-	10,356	231	3,018	427
NOVEMBER	-	14,865	-	-	-	13,290	-	1,511	22	-	42



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**WORK**

**PROGRAM**

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